MUNICIPALITY OF MORRIS-TURNBERRY
COUNCIL CHAMBERS
41342 Morris Road
Tuesday, January 9th, 2018

AGENDA

Public Notice - Published in the Wingham Advance and Citizen Newspaper – December 20th, 2017
Posted on the Website – December 14th, 2017
Agenda placement on the counter – January 5th, 2018
Notice placed on the front door – December 14th, 2017

1) Call to order: Mayor Paul Gowing

2) Agenda:
   To add items to the agenda, please state item and nature of item
   ** Items must be added to the agenda to be discussed in ‘Other Business’

   Adoption of Agenda:
   Moved by Seconded by
   “That the agenda for the meeting of January 9th, 2018 be adopted as circulated or
   amended.”
   Any discussion
   Is everyone in Favour or Opposed
   Disposition Carried or Defeated

3) Declaration of Pecuniary Interest:
   Does any member wish to declare a pecuniary interest?
   ♦ State interest and nature

4) Minutes: attached
   Are there any errors or omissions to the minutes of the December 19th, 2017 Council
   Meeting?
   Moved by Seconded by
   “That the minutes of the December 19th, 2017 Council Meeting, be adopted as circulated
   or as amended.”
   Any discussion
   Is everyone in Favour or Opposed
   Disposition Carried or Defeated
5) Business from the Minutes
Is there any business from the minutes to be discussed.

6) Accounts
6.1 Account List: attached
An invoice report is attached and a copy of the account listing.

Moved by Seconded by
"That the 2018 Accounts dated January 9\textsuperscript{th}, 2018 be approved for payment in the amount of $\ldots$; and the 2017 Accounts Payable dated January 9\textsuperscript{th}, 2018 be approved for payment in the amount of $\ldots$," or

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

6.2 Pay Report attached
Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry accept the pay reports, dated December 27\textsuperscript{th}, 2017 or ."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7) Business:
7.1 Resolutions attached

1. Town of Amherstburg - Provincial flood Insurance Program

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry support and endorse the following resolution:

or ."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.2 Notice of Public Meeting attached
Township of North Huron Draft Plan of Subdivision and Zoning By-law Amendment

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry has no objections to the Draft Plan of Subdivision and Zoning Bylaw Amendment as submitted January 9, 2018 or ."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated
7.3 2018 AMO Membership

Moved by  
Seconded by  
“That the Council of the Municipality of Morris-Turnberry approve the 2018 AMO Membership in the amount of $1,735 or “

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.4 Amendments required to the Procedural By-law

Report is attached.

Moved by  
Seconded by  
“That the Council of the Municipality of Morris-Turnberry approve the report with Amendments required to the Procedural By-law and authorize the By-law for consideration February 6, 2018 or “

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.5 Presentation at ROMA re: Tenanted Farmland

Presentation:
Ministry of Finance  Monday January 22, 2018 @ 2:35 – 2:50 pm - Danforth Room 4th
Floor Sheraton Centre
MPAC - Monday January 22, 2018 time and place tbd

Attendees for the MPAC and Ministry of Finance Presentation:
Mayor Paul Gowing
Deputy Mayor Jamie Heffer
Councillors- Dorothy Kelly, Sharen Zinn
MTE- Peter Frise
Administrator Clerk-Treasurer – Nancy Michie
Others?

7.6 Dates for 2018 Regular Council Meetings

For Council’s information.
7.7 OGRA Conference:  
Registration form attached  
Who will be attending?  
Moved by ___________ Seconded by ___________  
"That the Council of the Municipality of Morris-Turnberry approve the following to attend the OGRA 2018 conference or"

Any discussion  
Is everyone in Favour or Opposed  
Disposition Carried or Defeated

7.8 Meetings to attend:  
1. Economic Development Meeting Monday January 15, 2018  
   Airport Feasibility Study

2. New Year’s Levee January 25, 2018 7 pm  
Who wishes to attend?

Moved by ___________ Seconded by ___________  
"That the Council of the Municipality of Morris-Turnberry approve the following to attend:  
   Economic Development Meeting:  
   New Year’s Levee or"

Any discussion  
Is everyone in Favour or Opposed  
Disposition Carried or Defeated

7.9 Agenda items for January 30, 2018  
For your information

8) Council Reports:  
   Jamie Heffer:

   Sharen Zinn:

   Jim Nelemans:
Dorothy Kelly:

John Smuck:

Mayor Paul Gowing:

9) Building Report
Kirk Livingston – Chief Building Official

7.1 Ontario Building Codes Updates
Kirk Livingston will present the Ontario Building Codes Updates. A report is attached.

Moved by Seconded by
“That the Council of the Municipality of Morris-Turnberry receive the Ontario Building Codes Updates Report for information purposes or”

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

10) Items for Information
1. PC Caucus Reception at ROMA – January 22, 6:00-8:00 pm. Civic North Ballroom
2. Ministry of Municipal Affairs – Update on Bill 59
3. OMB Review – Passing of Bill 139
4. MPAC – New President and CAO
5. Thank you – Bill and Jackie – Garniss Brothers
6. County of Huron – Vacancy Rebate and Reduction Programs
7. Source Protection Programs – Proposed amendments under Clean Water Act
8. In the Trenches Newsletter
11) Minutes
   1. Saugeen Valley Conservation Authority
   2. Maitland Valley Conservation Authority
   
12) Other Business:
   Items must be added to the agenda to be discussed in ‘Other Business’

13) Additions to the agenda for the next meeting:
   1. Is there any business to add to the agenda for the next or any following meeting?

Break

14) Closed Session:
   Confidential Report -

   1. Confidential Building Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   2. Confidential Employee Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   3. Confidential Report in regard to Identifiable Individuals - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   4. Confidential Report in regards to Identifiable Individuals – namely employees pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   5. Confidential Matter in regards to an employee- pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
14.1 Enter into Closed Session:
Moved by ___________________________ Sec. by ___________________________
"That the Council adjourn the Public Session of Council and enter into a Closed to the Public Session for the following matters:
1. Confidential Building Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
2. Confidential Employee Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
3. Confidential Report in regard to Identifiable Individuals- pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
4. Confidential Report in regards to Identifiable Individuals - namely employees pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
5. Confidential Matter in regards to an employee- pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

Or
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

14.2 Adjourn the Closed Session:
Moved by ___________________________ Sec. by ___________________________
"That the Council adjourn the Closed to the public session and re-enter regular open session of council."
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

14.3 Report to the Public from Closed Session.

14.4 Action from the Closed Session: (if required)
15) **By-law No. 1-2018 Confirming By-law**

Moved by ____________________________
Seconded by ____________________________

"That By-law No. 1-2018 be passed as given first, second, third and final readings, being a by-law to Confirm the actions of the Municipality of Morris-Turnberry for the Meeting January 9th, 2018."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

16) **Adjournment:**

Moved by ____________________________
Seconded by ____________________________

"That the meeting be adjourned at __________ pm. and this is deemed to be a _____ hour meeting."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

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**Next Meetings:**

1. Economic Development Meeting Monday January 15, 2018 5 pm
   Libro Centre, Clinton
2. Special Budget Meeting Thursday January 18, 2018 7:00 pm
3. ROMA Conference Sunday January 21, 2018 – Tuesday January 23, 2018
4. Regular Council Meeting Tuesday January 30, 2018 7:30 pm
Minutes of the Meeting

1) Call to order: The meeting was called to order by Mayor Paul Gowing at 7:30 pm with all members in attendance.

   Council in Attendance:
   Paul Gowing
   Jamie Heffer
   Dorothy Kelly
   Jim Nelemans
   John Smuck
   Sharen Zinn

   Staff in Attendance:
   Nancy Michie  Administrator Clerk -Treasurer
   Mike Alcock  Director of Public Works

   Others in Attendance:
   1. Jackie Riggs  Wingham Advance Times

2) Agenda:
   An Addendum from the Clerk was added to the agenda for consideration as the items were of a time sensitive nature.

   Adoption of Agenda:
   Motion: 646-2017  Moved by Jim Nelemans   Seconded by Sharen Zinn
   “That the agenda for the meeting of December 19th, 2017 be adopted as amended.”
   Disposition  Carried

3) Declaration of Pecuniary Interest:
   No member declared a pecuniary interest, at this time.
4) Minutes:

Motion: 647-2017 Moved by Sharen Zinn Seconded by Dorothy Kelly
"That the minutes of the December 5th, 2017 and December 12th, 2017 Council Meetings, be adopted as circulated."
Disposition Carried

5) Business from the Minutes
There was no business from the minutes to be discussed.

6) Accounts

6.1 Account List:

Motion: 648-2017 Moved by John Smuck Seconded by Jim Nelemans
"That the 2017 Accounts dated December 19th, 2017 be approved for payment in the amount of: $ 631,715.17 for the Morris-Turnberry Accounts."
Disposition Carried

6.2 Pay Report

Motion: 649-2017 Moved by Jim Nelemans Seconded by Sharen Zinn
"That the Council of the Municipality of Morris-Turnberry accept the pay reports, dated December 13th, 2017."
Disposition Carried

7) Business:

7.1 Resolutions

Motion: 650-2017 Moved by Jim Nelemans Seconded by Dorothy Kelly
"That the Council of the Municipality of Morris-Turnberry support and endorse the following resolution:
City of Clarence-Rockland – Bill 160."
Disposition Carried

7.2 Schooley Mitchell Telecom Savings Summary
The Council reviewed the report, for Council’s information.
Contract expires May, 2019

Motion: 651-2017 Moved by Dorothy Kelly Seconded by Sharen Zinn
"That the Council of the Municipality of Morris-Turnberry receive the Schooley Mitchell Telecom Savings Summary report as submitted December 19, 2017."
Disposition Carried
7.3 Assessment Comparison
The Council reviewed the report, for Council's information.

Motion: 652-2017 Moved by Jamie Heffer Seconded by Sharen Zinn
“That the Council of the Municipality of Morris-Turnberry receive the Assessment Comparison Report for information as submitted December 19, 2017.”
Disposition Carried

7.4 Meetings in January 2018

Motion: 653-2017 Moved by Jim Nelemans Seconded by Sharen Zinn
“That the Council of the Municipality of Morris-Turnberry approve the January 2018 meeting dates:
January 9, Regular Council Meeting, 7:30 pm
January 18, Budget Meeting, 7:00 pm
January 30, Regular Council Meeting, 7:30 pm.”
Disposition Carried

7.5 Financial Indicator Review (FIR)
Based on 2016 Financial Information Return
The Council reviewed the report, for Council’s information.

7.6 Year End Reconciliation, Tax-in-lieu, Supplementary, Tax Adjustments and Refunds for 2017:

Motion: 654-2017 Moved by Dorothy Kelly Seconded by Jim Nelemans
“That the Council of the Municipality of Morris-Turnberry receive the 2017 Year End Reconciliation and Tax-in-lieu reports and approve the Supplementary, Tax Adjustments and Refunds for the Municipality of Morris-Turnberry.”
Disposition Carried

7.7 CWWF Grant for Belgrave Water System
The Council reviewed this report, for Council’s information.

Motion: 655-2017 Moved by Dorothy Kelly Seconded by Jim Nelemans
“That the Council of the Municipality of Morris-Turnberry receive the report for the Belgrave Water System /CWWF grant and grant approval to waive the provision of the Procurement Policy to purchase a filter media system from Napier-Reid and to authorize the payment of 25% of the purchase price for the system, being $9,975.00 as a deposit with the order of the filter media system.”
Disposition Carried
7.8 Renewal Agreements in 2018
The Council reviewed the report, for Council’s information.

Motion: 656-2017 Moved by John Smuck Seconded by Sharen Zinn
“That the Council of the Municipality of Morris-Turnberry receive the Renewal
Agreements report for information as submitted December 19, 2017.”
Disposition Carried

7.9 Election Policy and Procedures
The Council reviewed the report, for Council’s information.

Motion: 657-2017 Moved by Jamie Heffer Seconded by Dorothy Kelly
“That the Council of the Municipality of Morris-Turnberry receive the Election Policy and
Procedures report for information submitted December 19, 2017.”
Disposition Carried

7.10 Union Gas
The Council reviewed the letter regarding the application to Natural Gas Grant Program,
advising that funding was not approved for the Walton Natural Gas project.

7.11 Delegation to the ROMA Conference:
A response was received for the meeting with the Ministry of Finance, scheduled for
January 22, 2018 and the MPAC meeting has been booked – with no definite date or time.

8) By-Laws:

8.1 By-law to Authorize Borrowing Funds for 2018

Motion: 658-2017 Moved by Jim Nelemans Seconded by Sharen Zinn
“That By-Law No. 121-2017 be adopted as given first, second, third and final readings
being a by-law to authorize the borrowing funds, for the Municipality of Morris-
Turnberry, for the year 2018.”
Disposition Carried

8.2 Building By-law

Motion: 659-2017 Moved by John Smuck Seconded by Dorothy Kelly
“That By-Law No. 120-2017 be adopted as given first, second, third and final readings
being a by-law respecting construction, demolition and change of use permits and
inspections, in the Municipality of Morris-Turnberry.”
Disposition Carried
8.3 By-law to Establish Rates and Fees

Motion: 660-2017   Moved by Dorothy Kelly   Seconded by Jim Nelemans
"That By-Law No 119-2017 be adopted as given first, second, third and final readings being a by-law to establish rates and fees, in the Municipality of Morris-Turnberry."
Disposition   Carried

The council has requested that the grader and truck rates and lane grading rates be reviewed.

9) Council Reports:
Jamie Heffer: No report
Sharen Zinn:
She attended a CHIP meeting on December 13th. The committee discussed where they are going in 2018. They discussed new speed signs and may purchase a couple of new ones.

Jim Nelemans:
He attended a Water Protection meeting on December 13th. They discussed soil conservation. The soil and crop committee had dissolved. The County had land at Huronview which they let the group use for a crop and soil demo farm, so now the committee has started again.
On December 18th he attended a Belmore Community Centre meeting. It looks good.

Dorothy Kelly:
She attended a BMG meeting on December 13th. They have some cooking programs, Yuk Yuks on February 10th and a sign night. There is no interest in a booth renter.
On December 18th she attended a Physician Recruitment meeting. Dr. Shubat is off and the Nurse Practitioner is trying to cover. There is no news on any new recruitments. They are short, 5 doctors.

John Smuck: No report

Mayor Paul Gowing:
December 12: Budget for Public Works
December 8th: Christmas Party. It was well done. A good social time. He thanked the staff.
December 13th: Water Protection Steering Committee meeting. A speaker was there from the US. Half of the top soil has eroded. They are researching no till and how to rebuild the soil.

10) Items for Information
1. Ontario Energy Board – Enbridge Gas and Union Gas amalgamate
2. Seaforth Community Hospital – Request for a donation
3. Ontario Building Official’s Association – Thank you for Sponsoring
4. Attendance for Brussels Medical Dental Board
5. Howick-Turnberry Fall Fair Ambassador Thank you – Victoria Nicholson
6. Land Improvement Contractors Annual Convention and Information
7. WSIB 2018 Premium Rate
11) Minutes
1. Coalition for Huron Injury Prevention
2. Joint Health and Safety Committee

12) Other Business:
   All Council is welcome to attend.

2. There was no other business to present.

13) Additions to the agenda for the next meeting:
1. There was no other business to add to the agenda for the next or any following meeting.

14) Public Works
   Mike Alcock- Director of Public Works will be in attendance.

   1. Operations Report

Motion: 661-2017 Moved by Sharen Zinn Seconded by Dorothy Kelly
"That the Council of the Municipality of Morris-Turnberry receive the Public Works
Report as submitted on December 19th, 2017."
Disposition Carried

Motion: 662-2017 Moved by Jamie Heffer Seconded by John Smuck
"That the Council of the Municipality of Morris-Turnberry waive the Procurement Policy
and proceed with the purchase of the used packer at $3,500.00.
Disposition Carried

2. Cemetery Signs

Motion: 663-2017 Moved by Jamie Heffer Seconded by Sharen Zinn
"That the Council of the Municipality of Morris-Turnberry approve the purchase of the
cemetery signs in the burgundy colour, in the shape, as presented, with a Story Book on
the back of the sign, and the date of the first burials added, and the funds will come
from the Lattimer Estate."
Disposition Carried

Mike Alcock and Jackie Riggs left the meeting at 8:55pm.
15) **Closed Session:**

**Confidential Report** -

1. **Confidential Property Matter** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

2. **Confidential Matter – Employee matter** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

3. **Confidential Matter – Remuneration for Council members** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

4. **Confidential Matter – Employee matter** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

5. **Confidential Matter/Taxation** – pursuant to Section 239 (2) (b) Matter concerning identifiable individual – Matter concerning taxation;

6. **Proposal from MTE for presentation at ROMA for tenanted farm tax rate** – pursuant to Section 239 (2) (b) Matter concerning identifiable individual

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15.1 **Enter into Closed Session:**

8:55 pm

Motion: 664-2017 Moved by Jim Nelemans Seconded by Dorothy Kelly

"That the Council adjourn the Public Session of Council and enter into a Closed to the Public Session for the following matters:

1. **Confidential Property Matter** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

2. **Confidential Matter – Employee matter** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

3. **Confidential Matter – Remuneration for Council members** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

4. **Confidential Matter – Employee matter** - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

5. **Confidential Matter/Taxation** – pursuant to Section 239 (2) (b) Matter concerning identifiable individual – Matter concerning taxation;

6. **Proposal from MTE for presentation at ROMA for tenanted farm tax rate** – pursuant to Section 239 (2) (b) Matter concerning identifiable individual."

Disposition Carried
15.2 Adjourn the Closed Session: 10:03 pm

Motion: 665-2017
Moved by Jamie Heffer  Seconded by Dorothy Kelly
"That the Council adjourn the Closed to the public session and re-enter regular open
session of council."

Any discussion
Is everyone in Favour or Opposed
Disposition  Carried or Defeated

15.3 Report to the Public from Closed Session.
The Council discussed eight matters concerning Identifiable Individuals concerning
personal matters: Confidential Property Matter; Employee matter; Remuneration for
Council members; Employee matter; Confidential Matter/Taxation; MTE presentation at
ROMA.

16) By-law No. 122 -2017  Confirming By-law

Motion: 666-2017
Moved by Dorothy Kelly  Seconded by Jim Nelemans
"That By-law No. 122-2017 be passed as given first, second, third and final readings,
being a by-law to Confirm the actions of the Municipality of Morris-Turnberry for the
final meeting December 19th, 2017 and the 2017 Council Meetings."
Disposition  Carried

17) Adjournment:

Motion: 667-2017
Moved by Sharen Zinn  Seconded by Jamie Heffer
"That the meeting be adjourned at 10:04 pm and this is deemed to be a
2 - 4 hour meeting."
Disposition  Carried

Mayor, Paul Gowing

Clerk, Nancy Michie
## Morris Turnberry
### Account List December 19 2017

**General**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Hydro One</td>
<td>496.62</td>
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<td>Hydro One</td>
<td>1,008.61</td>
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<tr>
<td>Bell Canada</td>
<td>86.09</td>
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<tr>
<td>Union Gas</td>
<td>59.37</td>
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<tr>
<td>Tuckersmith Communications</td>
<td></td>
</tr>
<tr>
<td>Shaw Direct</td>
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<tr>
<td>Chem-Bright Cleaning Services</td>
<td></td>
</tr>
<tr>
<td>CJ Johnston Office Solutions Inc.</td>
<td></td>
</tr>
<tr>
<td>MicroAge Basics</td>
<td></td>
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<tr>
<td>Pitney Bowes Leasing</td>
<td></td>
</tr>
<tr>
<td>UPS</td>
<td></td>
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<tr>
<td>The Citizen</td>
<td></td>
</tr>
<tr>
<td>Wingham Advance Times</td>
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<tr>
<td>McDonald Home Hardware</td>
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<td>CIBC VISA</td>
<td></td>
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<tr>
<td>Stamp Supplies</td>
<td>31.43</td>
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<tr>
<td>Ontario West Conference Registrations</td>
<td>1,125.00</td>
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<td>Water</td>
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<td>Coffee Supplies</td>
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<td>Donnelly Murphy</td>
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<td>BM Ross</td>
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<tr>
<td>Barb Snowden</td>
<td></td>
</tr>
<tr>
<td>Lincoln Miller</td>
<td></td>
</tr>
<tr>
<td>NJS Design Event &amp; Party Rentals</td>
<td></td>
</tr>
<tr>
<td>Georgain Bay Fire &amp; Safety Ltd.</td>
<td></td>
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<tr>
<td>Township of North Huron</td>
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<td>Township of North Huron</td>
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<tr>
<td>Maurice Douma</td>
<td></td>
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<tr>
<td>Property Owner</td>
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<tr>
<td>Karen Reid</td>
<td></td>
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<td>Minister of Finance</td>
<td></td>
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<tr>
<td>Municipality of Morris-Turnberry</td>
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<tr>
<td>Legal</td>
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<td>Site Plan Development</td>
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<td>Christmas Party</td>
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<td>Christmas Party</td>
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<td>Fire Extinguisher Inspections</td>
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<td>Water Billings</td>
<td>6,107.11</td>
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<td>Shared Services Reconciliation</td>
<td>7,679.88</td>
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<td>Board Representative</td>
<td>300.52</td>
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<td>Property Tax Overpayment</td>
<td>21,278.80</td>
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<td>Bluevale Hall Rental Refund</td>
<td>79.10</td>
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<tr>
<td>Policing - October</td>
<td>38,335.00</td>
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<td>Jewitt Cemetery - Garniss Municipal Drain</td>
<td>115.25</td>
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**Payroll**

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<th>Description</th>
<th>Amount</th>
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<tr>
<td>December 13 2017 Payroll</td>
<td>15,218.99</td>
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<td>Expenses</td>
<td>456.08</td>
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**Council Payroll- December**

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<td>General</td>
<td>720.57</td>
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<td><strong>General Total</strong></td>
<td>105,961.14</td>
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**Building Department**

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<th>Description</th>
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<td>Foxton Fuels</td>
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<tr>
<td>MicroAge Basics</td>
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<td>Payroll</td>
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<td>December 13 2017 Payroll</td>
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<td>Expenses</td>
<td>88.02</td>
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<td><strong>General Total</strong></td>
<td>8,160.21</td>
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**Belgrave Park**

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<td>Hydro One</td>
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<tr>
<td>Kinsmen Park</td>
<td>46.38</td>
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<tr>
<td><strong>Belgrave Park Total</strong></td>
<td>46.38</td>
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**Drainage**

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<th>Description</th>
<th>Amount</th>
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<tr>
<td>Len Baird</td>
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<tr>
<td>CIBC VISA</td>
<td></td>
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<tr>
<td>Edward Fuels</td>
<td></td>
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<tr>
<td>William Garniss</td>
<td></td>
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<tr>
<td>Dietrich Engineering Limited</td>
<td></td>
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<tr>
<td>Drainage Superintendent Course</td>
<td>452.00</td>
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<tr>
<td>Hopper Pump</td>
<td>92.26</td>
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<tr>
<td>Garniss Municipal Drain</td>
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<tr>
<td>Johnston Municipal Drain</td>
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<tr>
<td>Johnston Municipal Drain</td>
<td>356,368.42</td>
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<td>Drainage Superintendent Services</td>
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<td><strong>Drainage Total</strong></td>
<td>404,988.27</td>
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Belgrave Water
Hydro One Belgrave Water 1,105.26
Hydro One Humphrey Well 141.86
Bell Canada Belgrave Water 119.60
Allstream Belgrave Water 49.12
Kincardine Cable Belgrave Water 42.60
Township of North Huron Humphrey Well 918.58
Brock Hodgins Belgrave Water 50.00

Water Total 2,427.02

Landfill
Hydro One Morris Landfill 282.84
McDonald Home Hardware Morris Landfill 66.58
Jim Shaw Morris Landfill 723.20
Bluewater Recycling Association Curbside Pickup - December 12,282.95
The Citizen Fall Yard Waste Ad 47.46
BM Ross Turnberry Landfill 2,314.87
SGS Canada Inc. Turnberry Landfill 590.48

Landfill Total 16,278.38

Roads
Hydro One Turnberry Shop 305.08
Hydro One Morris Shop 247.80
Bell Canada Turnberry Shop 86.08
Union Gas Morris Shop 118.74
Chem-Bright Cleaning Services Office Cleaning 207.16
MicroAge Basics Office Supplies 187.63
CIIBC VISA Cell Phone Case & Hands Free Device 221.16
Hodgins RONA Shop Supplies 139.31
McDonald Home Hardware Shop Supplies 67.30
Stainton Hardware Shop Supplies 14.87
Centra Door North Company Ltd. Turnberry Shop Maintenance 329.96
Ontario One Call Locates 77.07
Foxton Fuels Gas = $1,770.85 Diesel = $2,244.14 4,014.99
Steffen's Auto Supply Shop Supplies & Parts for 09-02 & 13-03 Graders 794.45
Huron Tractor Parts for 17-01 Grader 134.21
Neils Repair Service Repair for 10-15 Trailer & 17-01 Grader 1,399.63
Altruck International Truck Centres Repair for 05-06 Tandem 4,539.31
Joe Kerr Ltd. Safety for 16-05 Tandem 352.50
Radar Auto Parts Part for Trailer Repair 11.80
Ryan Construction November Winter Maintenance 1,808.00
Lavis Contracting Co. Ltd. Cold Mix 192.67
BM Ross Bridges M170, M250 & M230 Needs Assessments 2,220.80
BM Ross Industrial Land Servicing 1,278.03
Municipality of Morris-Turnberry Municipal Drains 52,440.69

Payroll
December 13 2017 Payroll 22,124.73

Expense

Roads Total 93,853.77

Account Total 631,715.17

Approved By Council:

December 19 2017

Mayor - Paul Gowing

Treasurer - Nancy Michie
## General

<table>
<thead>
<tr>
<th>Description</th>
<th>Source</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>HuronTel Internet/Website</td>
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<td>156.90</td>
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<tr>
<td>Telizon Long Distance Phone</td>
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<td>89.27</td>
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<tr>
<td>CJ Office Solutions Inc. Office Supplies</td>
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<td>462.64</td>
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<td>AMCTO 2018 Membership</td>
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<td>Municipal Employer Pension Centre of Ont</td>
<td>2018 Municipal Contribution</td>
<td>77.12</td>
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<tr>
<td>Ausable Bayfield Conservation Authority Source Water Protection</td>
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<tr>
<td>Jardine Lloyd Thompson Canada Insurance</td>
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<td>15,573.07</td>
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</table>

| General Total                                    | 26,855.23                   |

## Building Department

### Belgrave Park

<table>
<thead>
<tr>
<th>Belgrave Park Total</th>
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</table>

## Drainage

### Land Improvement Contractors of Ontario

<table>
<thead>
<tr>
<th>Description</th>
<th>Source</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>2018 Membership</td>
<td></td>
<td>146.90</td>
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| Drainage Total                                    | 361.50                      |

### Allstream Belgrave Water

<table>
<thead>
<tr>
<th>Belgrave Water Total</th>
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</table>

| Water Total                                       | 49.18                       |

## Landfill

<table>
<thead>
<tr>
<th>Landfill Total</th>
<th></th>
</tr>
</thead>
</table>

## Roads

### Jardine Lloyd Thompson Canada Insurance

| Roads Total                                       | 31,146.14                   |

| Account Total                                     | 58,412.05                   |

## Approved By Council:

Approved By Council: January 9 2018

Mayor - Paul Gowing                              Treasurer: Nancy Michie
### General

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Bell Canada</td>
<td>393.08</td>
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<tr>
<td>Bell Mobility</td>
<td>47.18</td>
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<tr>
<td>Telizon</td>
<td>7.44</td>
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<tr>
<td>MicroAge Basics</td>
<td>304.13</td>
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<tr>
<td>UPS</td>
<td>12.43</td>
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<tr>
<td>Krantz Law Professional Corporation</td>
<td>301.27</td>
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<tr>
<td>Bluevale Community Committee</td>
<td>716.20</td>
</tr>
<tr>
<td>Artech Signs &amp; Graphics</td>
<td>84.75</td>
</tr>
<tr>
<td>Natasha Colling</td>
<td>175.00</td>
</tr>
<tr>
<td>Property Owner</td>
<td>2,469.32</td>
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<tr>
<td>Minister of Finance</td>
<td>1,062.00</td>
</tr>
<tr>
<td>WSIB</td>
<td>597.27</td>
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</table>

### Payroll

- **December 27 2017 Payroll:** 31,848.00
- **Expenses:** 494.16

**Council Payroll Reconciliation**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>General Total</td>
<td>187.80</td>
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<tr>
<td><strong>General Total</strong></td>
<td>38,700.03</td>
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</table>

### Building Department

- **Bell Mobility Cell Phone:** 132.77
- **Donnelly Murphy Legal:** 282.50
- **Minister of Finance EHT - December 2017:** 338.49
- **WSIB WSIB - December 2017:** 131.61

- **December 27 2017 Payroll:** 11,739.40
- **Expenses:** 302.40

### Belgrave Park

**Belgrave Park Total**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Drainage Total</td>
<td>139,223.79</td>
</tr>
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</table>

### Drainage

- **Hydro One Hopper Pump:** 188.50
- **Len Baird Thompson Lamont Municipal Drain:** 181.65
- **D. Culbert Ltd. Bird Municipal Drain:** 1,500.00
- **Vintage Green Farms McDonald Municipal Drain:** 744.39
- **Dietrich Engineering Limited Rintoul Municipal Drain:** 24,634.00
- **Marquardt Farm Drainage Rintoul Municipal Drain:** 105,926.64
- **Marquardt Farm Drainage Peacock Municipal Drain:** 6,048.61

### Belgrave Water

- **Veolia Water Belgrave Water:** 5,420.06
- **Napier-Reid Capital Repairs Deposit:** 11,271.75

**Water Total** 16,691.81

### Landfill

- **Bell Mobility Cell Phone:** 12.71
- **John McKercher Construction Ltd. Morris Landfill:** 4,673.62
- **Jim Shaw Morris Landfill:** 723.20
- **RJ Burnside & Associates Morris Landfill:** 9,269.46
- **Sittler Grinding Inc. Morris Landfill:** 4,520.00
- **Bluewater Recycling Assoc November Waste Disposal:** 3,164.55

**Landfill Total** 21,783.54
**Roads**

<table>
<thead>
<tr>
<th>Company</th>
<th>Item Description</th>
<th>Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bell Mobility</td>
<td>Cell Phones</td>
<td>124.02</td>
</tr>
<tr>
<td>Bell Canada</td>
<td>Morris Shop</td>
<td>196.54</td>
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<tr>
<td>Union Gas</td>
<td>Turnberry Shop</td>
<td>128.40</td>
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<tr>
<td>McDonald Home Hardware</td>
<td>Shop Supplies</td>
<td>27.11</td>
</tr>
<tr>
<td>Schmidt's Power Equipment</td>
<td>Chainsaw Supplies</td>
<td>77.80</td>
</tr>
<tr>
<td>Purolator</td>
<td>Courier</td>
<td>63.26</td>
</tr>
<tr>
<td>JN Reno's &amp; Construction Inc.</td>
<td>Turnberry Shop Repair</td>
<td>2,299.05</td>
</tr>
<tr>
<td>Centre Door North Company Ltd.</td>
<td>Morris Shop Repair</td>
<td>271.20</td>
</tr>
<tr>
<td>Huron Tractor</td>
<td>Parts for 09-02, 13-03, &amp; 17-01 Graders, Hydraulic Oil</td>
<td>1,607.73</td>
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<tr>
<td>Michelin North America</td>
<td>Parts for 08-11 Backhoe</td>
<td>2,538.93</td>
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<tr>
<td>Strongco</td>
<td>Parts for 06-04 Grader</td>
<td>259.20</td>
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<tr>
<td>Valley Blades Ltd</td>
<td>Grader Blades</td>
<td>3,198.25</td>
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<tr>
<td>Joe Kerr Ltd.</td>
<td>Repair for 16-05 Tandem &amp; Haul Stumps</td>
<td>1,896.13</td>
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<tr>
<td>John McKercher Construction</td>
<td>Tree Cutting</td>
<td>3,051.00</td>
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<tr>
<td>Ideal Pipe</td>
<td>Culvert Stock</td>
<td>7,879.11</td>
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<tr>
<td>1894 Inc.</td>
<td>OGRA Weather Tracker</td>
<td>3,376.44</td>
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<tr>
<td>Municipality of Morris-Turnberry</td>
<td>Turnberry Shop Water</td>
<td>78.61</td>
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<tr>
<td>Minister of Finance</td>
<td>EHT - December 2017</td>
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<td>WSIB</td>
<td>WSIB - December 2017</td>
<td>1,181.75</td>
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**Payroll**

<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Payroll</td>
<td>27,037.28</td>
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<tr>
<td>Expenses</td>
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</tr>
</tbody>
</table>

**Roads Total** 56,132.84

**Account Total** 285,459.18

---

**Approved By Council:**

January 9 2018

Mayor - Paul Gowing

Treasurer - Nancy Michie
December 20, 2017

The Honourable Kathleen O. Wynne
Premier of Ontario
Queen's Park, Rm. 281
Main Legislative Building
Toronto, ON M7A 1A1

Dear Premier Wynne:

RE: Provincial Flood Insurance Program

At its meeting of November 13th, 2017, Amherstburg Town Council passed the following:

Resolution # 20171113-950 - That Council support the Town of Lakeshore's resolution regarding the Provincial Flood Insurance Program.

Best Regards,

Tammy Fowkes
Deputy Clerk
October 11, 2017

Honourable Kathleen Wynne, Premier
Legislative Building, Room 281
Queen’s Park
Toronto, ON M7A 1A1

Dear Premier Wynne:

RE: PROVINCIAL FLOOD INSURANCE PROGRAM

At their meeting of October 10, 2017 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Wilder moved and Councillor Janisse seconded:

That:

WHEREAS weather patterns seem to have changed, in that excessive and prolonged rains are now becoming more frequent and regular,

WHEREAS there is an increased chance of flooding, as result of excessive and prolonged rains;

WHEREAS property owners in areas that are at an increased risk of flooding are often unable to purchase flood insurance to protect their properties; and

WHEREAS the cost of property repairs after a flood cause financial hardship for individuals, families and businesses.

NOW THEREFORE BE IT RESOLVED that the Government of Ontario be urged to create a Provincial Flood Insurance Program, to cover those individuals, families and businesses who are unable to secure flood insurance for their properties;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Patrick Brown, Leader of the Progressive Conservative Party, the Honourable Andrea Horwath, Leader
of the New Democratic Party, and all MPPs in the Province of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,

Mary Masse
Clerk

cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Association of Municipalities Ontario (AMO)
cc: Via Email - All Ontario Municipalities
cc: Via Email - MPPs in the Province of Ontario
NOTICE OF PUBLIC MEETING
FOR DRAFT PLAN OF SUBDIVISION AND ZONING BYLAW AMENDMENT
AFFECTING THE TOWNSHIP OF NORTH HURON

The Councils of the Corporation of the County of Huron and the Township of North Huron will hold a public meeting to obtain public comment on a proposed Plan of Subdivision under Section 51 of the Planning Act and consider an associated Zoning Bylaw Amendment under Section 34 of the Planning Act. The Plan of Subdivision application was deemed to be complete on December 5th 2017. The Zoning By-law application was deemed to be complete on December 21st 2017.

PUBLIC MEETING INFORMATION:
January 15, 2018 at 7:00 pm
Council Chambers, North Huron Town Hall
274 Josephine Street, Wingham, Ontario Canada

APPLICANT: Ron Davidson Land Use Planning Consultant Inc.
FILE NUMBER: 40T17002

PURPOSE & EFFECT: The subject lands has a total area of 3.6 hectares (9 acres) and access from Queen Street (County Road 4). It would require a future extension of North Street for a second access.

The plan of subdivision proposes a total of sixteen lots and six blocks with residential units on municipal services: 16 single detached lots, 19 townhouse units, and a block to permit a retirement home are proposed. This subdivision is proposed to develop with a variety of housing types and include a new interior municipal street to extend from an extension of North Street to the current access onto Queen Street with a stub for a future access into abutting future development lands.

PLANNING POLICIES: The subject property is designated Residential in the Township of North Huron Official Plan. The land is zoned Future Development (FD) in the Township of North Huron Zoning By-law. The proposal would rezone the property to a series of Residential zones (R1, R2-17, R2-18 and R3). The two special R2 Zones will permit reduced minimum lot depths. The R2-17 Zone will recognize Queen Street as the exterior side lot line, and the R2-18 Zone permits a reduced rear yard setback of 5 metres and a maximum lot coverage of 54%.

HOW TO COMMENT:
Please forward your comments to the Huron County Planning Department and the Township of North Huron by January 11th, 2018.
Comments can be sent in writing by mail, fax or email to the contact information below:

| Huron County Planning & Development Department | Fax: 519-524-5677 |
| 57 Napier Street, Goderich, ON, N7A 1W2 | Email: planning@huroncounty.ca |
| Township of North Huron | Fax: 519-357-1110 |
| 274 Josephine Street | Email: rali@northhuron.ca |
| Wingham, ON, N0G 2WO |

Please refer to the file number and applicant in all correspondence. Comments will be reviewed by Huron County Planning & Development Department and Township of North Huron staff. Please be aware that your comments will become part of the public record on this file.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support or in opposition to the proposed plan of Subdivision and zoning by-law amendment.

IF A PERSON or public body does not make oral submissions at the public meeting or make written submissions to the County of Huron in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, or to the Township of North Huron before the Zoning by-law is passed the person or public body is not entitled to appeal the decision of the County of Huron or North Huron to the Ontario Municipal Board.

IF A PERSON or public body does not make oral submissions at the public meeting or make written submission to the County of Huron in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, or to the Township of North Huron before the Zoning by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion there are reasonable grounds to do so.

NOTIFICATION OF DECISION: If you wish to be notified of the decision of the County of Huron on this proposed Plan of Subdivision, you must make a written request to: Susan Cronin, Clerk, Huron County Administration Dept., 1 Court House Square, Goderich, ON, N7A 1M2. If you wish to be notified of the decision of the Township of North Huron on the proposed Zoning By-law Amendment, you must make a written request to: Richard Al, Clerk, Township of North Huron, 274 Josephine St., Wingham, ON N0G 2W0

ADDITIONAL INFORMATION relating to the proposed plan of subdivision and by-law amendment is available for inspection during regular office hours at the Township of North Huron Municipal Office (519) 357-3550, and the Huron County Planning and Development Department (519) 524-8394 Ext. 3.

Dated at the County of Huron and the Township of North Huron this 22nd day of December, 2017

Susan Cronin, County Clerk
County of Huron
1 Court House Square
Goderich, ON, N7A 1M2
(519) 524-8394

Richard Al, Clerk
Township of North Huron
274 Josephine Street
Wingham, Ontario, N0G 2W0
(519) 357-3550
# Association of Municipalities of Ontario

## 2018 MEMBERSHIP INVOICE

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<th>Accounts Payable</th>
<th>Invoice No.: MEM005966</th>
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<tbody>
<tr>
<td>Morris-Turnberry, Municipality of 41342 Morris Road, P O Box 310</td>
<td>Invoice Date: January 1, 2018</td>
</tr>
<tr>
<td>Brussels, ON N0G 1HO</td>
<td>Due Date: January 31, 2018</td>
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### BILLED TO

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<tr>
<th>Membership Category: Lower Tier Municipality</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>Membership fee for the period: January 1 to December 31, 2018</td>
<td>$1,535.59</td>
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<tr>
<td>Harmonized Sales Tax (13%):</td>
<td>$199.63</td>
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</table>

**HST number 106732944R1001**

**TOTAL:** $1,735.22

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Your municipality’s fee is based on a total of 1310 households as reported by MPAC. The Board of Directors approved a 2.75% increase in membership which province-wide raises about $54,000

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Please direct inquiries to:

Anita Surujdeo at 416-971-9856 Ext. 344
asurujdeo@amo.on.ca

200 University Avenue, Suite 801, Toronto, ON M5H 3C6
Tel: 416-971-9886 Toll Free: 1-877-426-6527 Fax: 416-971-3191
Report to the Council of Morris-Turnberry:
Updated January 9, 2018
Subject- Requirements of the Procedural By-law, pursuant to Bill 68
Modernizing Ontario’s Municipal Legislation Act, 2017

Executive Summary:
On September 14, 2017, Bill 68, Municipal Act, 2001, was proclaimed.

Amendments have been made to the attached Procedural By-law to reflect the changes required by Bill 68.

A notice of the proposed amendments to the Procedural By-law will be published in the local newspaper, at least 2 weeks in advance of the council meeting to give consideration to the by-law. Therefore, the by-law can be considered February 6th, 2018.

Bill 68 requires:
1. Meetings & E-Participation - to be effective January 1, 2018 included in By-law
2. Four New Closed Meetings - to be effective January 1, 2018 included in By-law
3. Resolution – Closed Meeting Report - to be effective January 1, 2018 included in By-law
4. Code of Conduct - to be effective March 1, 2019
5. Integrity Commissioner - to be effective March 1, 2019
6. Three New Mandatory Policies to be effective March 1, 2019
7. Municipal Conflict of Interest to be effective March 1, 2019

Actions required:
1. Code of Conduct - Morris-Turnberry has a current Code of Conduct, it will have to be reviewed for any amendments by March 1, 2019.

2. Integrity Commissioner- The County Clerks and Treasurers Association has set up a review committee to make a report on the possibility of an Integrity Commissioner for the whole County and lower tiers by March 1, 2019.

3. Amendments to the Procedural By-law will be required to address –
   1. A new definition for a Meeting, shown below
   2. Meetings & E-Participation - the council can allow members to call in by telephone to a meeting. The member can’t be considered for quorum. Question how many meetings are allowed for electronic participation and for what reasons.
3. Four New Closed Meetings and Resolution
   1. Information explicitly in confidence
   2. A trade secret that could effect the competitive position
   3. A trade secret that has monetary value or potential value
   4. A position, plan, procedure, criteria or instructions to be applied to negotiations

4. Closed Meeting Report, which will be effective January 1, 2018 - If a municipality receives a report from a person reporting that in their opinion that a meeting or part of a meeting that was subject-matter of an investigation by that person, appears to have been closed to the public, the municipality or local board, shall pass a resolution stating how it intends to address the report.

5. Amendments can be made to allow an alternate to attend the upper tier council.
   We will need to determine how County Council is amending their by-law in this regard.

I have prepared amendments to the Procedural By-law to address the requirements of Bill 68, for presentation in 2018. A notice will have to be placed in the local newspaper at least once, two weeks in advance of the meeting in 2018.

4. Three New Mandatory Policies to be effective March 1, 2019
   1. Council/Staff Relations Policy
   2. Pregnancy leaves and parental leaves of members of council
   3. Protection of a tree canopy - goal for the overall tree resource management plan

5. Municipal Conflict of Interest to be effective March 1, 2019 - Changes to the Conflict of Interest Act in relation to the duties of members of councils and local boards.
   Bill 68 also requires that a registry be kept with statements and declarations filed.
   An elector or a person demonstrably acting in the public interest may apply to the Commissioner for an inquiry.

6. Changes to the Election Act - The length of Council for the 2018 election is December 1, 2018 to November 15, 2022. Also 25 signatures is not required for municipalities with less than 4000 electors.

7. Changes to the Building Code - Additions pursuant to Section 97.1 of the Municipal Act.
   97.1 requires buildings to be constructed in accordance with the provisions of the building code under the Building Code Act.

8. Note - A workshop on Bill 68 is being held prior to the ROMA 2018 conference.
   The Huron County Clerks and Treasurers are having a presentation on December 15th on Bill 68.

All of the regulations for the Municipal Act have not released, to date.
9. Definition for a Meeting- as defined by Bill 68
A 'meeting' means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where,
(a) A quorum of members is present, and
(b) Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

Submitted by:
Nancy Michie on January 9, 2018.
PROCEDURAL BY-LAW

A By-Law to adopt a procedure for governing the calling, place and proceedings of meetings of council, council committees and boards of council of The Corporation of the Municipality of Morris-Turnberry

This by-law is printed under and by authority of the Council of the Municipality of Morris-Turnberry

Adopted by Council: 2018
Effective Date: 2018
BY-LAW No. - 2018

"Being a By-law to adopt a procedure for governing the calling, place and proceedings of meetings of council, council committees and boards of council of The Corporation of the Municipality of Morris-Turnberry"

WHEREAS Section 238 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that every Council shall adopt a procedure for governing the calling, place and proceedings of meetings;

AND WHEREAS Section 8 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, guarantees that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues.

NOW THEREFORE, COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY HEREBY ENACTS AS Follows:

1) SHORT TITLE

1.1 This By-Law shall be known as "The Procedural By-Law" for The Corporation of The Municipality of Morris-Turnberry.

2) DEFINITIONS

2.1 The following definitions shall apply to this By-law:

"Agenda" means the written Order of Business.

"By-law" means a law or regulation in a form approved by Council for the purposes of giving general effect to a decision or proceeding of Council.

"Chair" shall mean the Mayor or the presiding officer of a meeting.

"Clerk" shall mean the Clerk of The Corporation of The Municipality of Morris-Turnberry, or a person delegated by the Clerk.

"Closed Session" shall mean a meeting or part of a meeting of Council, a Council Committee, a Communications Meeting, or a Local Board and its Committees, not open to the public in accordance with the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended.
"Council Committee" shall mean a Committee established by Council.

"Committee" shall mean any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more councils or local boards;

"Committee-of-the-Whole" shall mean a Committee composed of all of the members of Council.

"Council" shall mean the Council of The Corporation of The Municipality of Morris-Turnberry, consisting of six (6) members, voted 'at large' and as of December 1, 2018, shall consist of five (5) members, voted 'at large'

"Council-In-Committee" shall mean all members of Council sitting as a Committee-of-the-Whole during a regular, emergency or special meeting of Council, to deal with business matters.

"Corporation" shall mean The Corporation of the Municipality of Morris-Turnberry.

"Mayor" shall mean the Head of Council and Mayor of the Municipality of Morris-Turnberry and shall represent the Municipality on the Huron County Council.

"Alternate Member of Huron County Council" shall mean an alternate member of the Municipality of Morris-Turnberry to represent the Municipality on Huron County Council, in the absence of the Mayor and as appointed by the Council of the Municipality of Morris-Turnberry.

"Meeting" shall mean any Regular, Special, Communications or other meeting of Council, its Committees, or its local boards called for the purpose of exercising the power or the authority of Council, its Committees or its local boards.

Meeting- as defined by Bill 68
A 'meeting' means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where,
(a) A quorum of members is present, and
(b) Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

"Member" shall mean a member of Council, its Committees or its local boards, and shall include the Mayor.

"Motion" shall mean a Resolution of Council or a Recommendation of a Committee that is under debate by Council or a Committee.
“Pecuniary Interest” means a direct or indirect pecuniary (monetary) interest with the meaning of the Conflict of Interest Act, RSQ 1990, Chapter M. 50, as amended.

“Point of Order” means a statement made by a Member during a meeting, drawing to the attention of the Chair:
1. Any breach of the Rules of Order of Council; or
2. Any defect in the constitution of any meeting of the Council; or
3. The use of improper offensive or abusive language; or
4. Notice of the fact that the matter under discussion is not within the scope of the proposed motion; or
5. Any other informality or irregularity in the proceedings of Council.

“Presentation” means the occurrence when staff, an individual or group have been invited to present information to Council or a Committee.

“Presiding Officer” means the Mayor, Deputy Mayor or a person appointed by the Members present at a Council Meeting in the event the Mayor and Deputy Mayor are not in attendance within five (5) minutes after the hour appointed for the Council meeting.

“Point of Privilege” means the raising of a question, which concerns a Member of Council collectively, when a Member believes that his or her rights, immunities or integrity of Council as whole has been impugned.

“Public Meeting” shall mean a public meeting as defined under the Municipal Act or another Act where Council has a requirement to hold a public meeting.

“Quorum” shall mean a majority of the whole number of Members required to constitute a Council.

“Recorded Vote” shall mean the recording of the name and vote of every member voting on any matter or question during a Council meeting.

“Rules of Procedure” shall mean the rules and regulations provided in this By-Law.

“Two-thirds majority vote” shall mean a vote where at least two-thirds (2/3) of the members present and eligible to vote, vote in the affirmative.
3) **GENERAL RULES**

3.1 The rules and regulations contained in this By-Law shall be observed in all proceedings of Council, Council Committees and Local Boards and shall be the rules and regulations for the order and dispatch of business in Council, Council Committees and Local Board meetings.

3.2 The rules contained in the By-Law shall be observed, with necessary modifications, by every Local Board and Council Committee.

3.3 Those proceedings of Council, or the Local Boards or Council Committees thereof not specifically governed by the provisions of this By-Law shall be regulated in accordance with Robert's Rules of Order.

3.4 Any part or parts of this By-law may be suspended by a vote with the consent of two-thirds majority of the Council, committee or local board members present, unless the part(s) is prescribed by statute or law.

3.5 In the absence of the Mayor, or if he/she is absent through illness or refuses to act, or if the Office is vacant, the Deputy Mayor for the purposes of this By-Law shall act in the place and stead of the Mayor and shall have all the rights, powers and authority of the Mayor, while so acting.

3.6 Only 'Members of Council', or 'Officers of the Corporation', shall be allowed within the floor of Council during meetings without the approval of the Mayor.

3.7 The Ward system has been dissolved by By-law No. 73-2012 and replaced by an 'At Large' System for Electoral Representation.

4) **COUNCIL MEETINGS**

4.1 Inaugural Meeting:
The Inaugural Meeting shall be held on the first Tuesday in December following a Regular Municipal Election at 5 pm or as otherwise authorized by the Council.

4.2 Open Meetings:
All meetings of Council, its committees and local boards must be open to the public. Meetings or parts of meetings may be closed to the public pursuant to the provisions of the Municipal Act, Section 239 and this By-law.
4.3 Location:
Meetings of Council shall be held in the Council Chambers of the Municipal Building located at 41342 Morris Road, RR 4, Brussels, unless otherwise decided by Resolution of Council or specified elsewhere in this By-Law.

4.4 Alter Time, Day or Place:
Council may, by Resolution, alter the time, day or place of any Council and/or Council Committee Meeting.

4.5 Postponement of Meetings:
Any regular meetings of the Council may be postponed to a day named in:

a) A notice by the Mayor or the Deputy Mayor given through the Clerk's Office and two clear days in advance of the regular meeting;

b) A resolution of Council passed by the majority of members; or,

c) A notice by the Clerk or Mayor upon verbal request to the Clerk or Mayor by a majority of members on the day of the meeting, due to inclement weather or emergency.

4.6 Regular Meetings:
(a) Regular Meeting Schedule:
Regular Council meetings of Council shall be held in the Council Chambers on the first and third Tuesdays of each month at 7:30 pm, and shall stand adjourned at 10:30 p.m.; however, business may be continued upon a Resolution passed by unanimous vote either during open council or during a closed portion of the meeting.

(b) When the Regular Meeting is Scheduled for a Public Holiday
And where such Tuesday may be a holiday, the Council shall meet on the business day next following the regular day of the meeting and at the same time specified above, or as provided by council resolution.

4.7 Special Meetings:
1. The Head of Council may at any time summon a Special Meeting of Council with adequate notice to the Members of Council;
2. Upon receipt of the petition of the majority of the Members of the Council, the Clerk shall summon a Special Meeting for the purpose and at the time mentioned in the petition.
3. Notice of all Special Meetings of Council shall be given to the Members through the Clerk's office. The only business to be dealt with at a Special Meeting is that which is listed in the notice of the meeting.

4.8 Public Statutory Meetings:
During regular Council meetings all Public Statutory Meetings of Council shall convene at 7:30 p.m. in the Municipal Office, or at a specified time during a Special Meeting as prescribed by Council on its Notice of Meeting.

4.9 Accessibility: The Municipality will attempt to remove any barriers for the Members of Council, Staff and Public, for access to the meetings and audio and visual needs, upon request.

5) DEPUTY MAYOR POSITION:

5.1 The Deputy Mayor shall be chosen as follows:

5.1 The qualifications that must be satisfied for a member of council to act in the place of the head of council is the following:

a) The member shall be the one who polled the largest number of votes in the last regular election. If the member does not wish to be appointed as 'Deputy Mayor' the following procedure will apply.

5.2 As in the case of an acclamation or if the member with the largest number of votes, does not wish to assume the position, the Deputy Mayor position will be open to all council members except the Mayor, and a person or persons shall be nominated by members of council.

5.3 The vote shall be conducted by the clerk with secret ballot, ballots will be received from all members of council.

5.4 In the event of a tie vote, the ballot will be chosen by lot. The first name drawn shall be the member to be named as 'Deputy Mayor'.

5.5 A motion of council to confirm the appointment will be required.
6) RULES OF DEBATE IN COUNCIL:

6.1 The Presiding Officer shall preserve order and decorum and decide questions of order subject to an appeal to the Council by any member.

6.2 Where procedural matters of Council or Committees of Council are not governed by the Municipal Act, Municipal Conflict of Interest Act or provisions of this bylaw, resort should be had to Bourinot’s Rules of Order as a rule for guidance on the question.

6.3 Point of Order
   a) When a Member rises to a point of order, the Member shall ask leave of the Presiding Officer to raise a point of order, and after leave is granted, shall state the point of order to the Presiding Officer. The Presiding Officer shall then state and decide the point of order.
   b) Thereafter, a Member shall only address the Chair for the purpose of appealing to the Council from the Presiding Officer’s decision.
   c) If no Member appeals, the decision of the Presiding Officer shall be final.
   d) The Council, if appealed to, shall decide the question without debate and its decision shall be final.

6.4.1 Point of Personal Privilege
   A Member may raise at any time, with the consent of the Presiding Officer, a point of personal privilege, for the purpose of drawing the attention of Council to the matter. When any point of personal privilege arises it shall be taken into consideration immediately.

7) PUBLIC NOTICE OF MEETINGS/AGENDAS

7.1 Where notice is required to be given under the Municipality’s Notice By-law No. 79-2007, no business shall be brought before Council without first providing the prescribed form of notice.

7.2 The published Agenda shall be considered as adequate notice of Regular Meetings of Council and its Council Committees, except for meetings held on a day or at a time other than as provided for by this By-Law.

7.3 The Agenda for Regular Meetings shall be delivered to the Mayor and members not later than forty-eight (48) hours prior to the meeting. The complete paperless agenda package will be available not less than forty-eight (48) hours
prior to the meeting, for each municipal council member, on the secured password protected Municipal website.

7.4 Notice and Agendas of Special Meetings called in accordance with Section 7.7 of this By-Law shall be available prior to the meeting not later than forty-eight (48) hours before the hour appointed for the special meeting.

7.5 No business except the business dealing directly with the purpose mentioned in the Notice shall be transacted at any Special Meeting.

7.6 Notwithstanding any other provision of this By-Law, an Emergency Meeting may be held without written Notice, to deal with an emergency or extraordinary situation, provided that an attempt has been made by the Clerk to notify the members about the Meeting as soon as possible and in the most expedient manner available.

7.7 No business except business dealing directly with the emergency or extraordinary situation shall be transacted at the Emergency Meeting.

7.8 Lack of receipt of a Notice or of the Agenda by the members shall not affect the validity of the Meeting, or any action taken thereat, except where prescribed by the Municipality’s Notice By-law No. 79-2007.

7.9 A complete copy of the published Agenda shall be posted on the Municipality's website for members of the news media and the public at least forty-eight (48) hours prior to the scheduled meeting.

7.10 The Meeting Schedule of Regular Council Meetings, shall be published on the Municipal website or a local newspaper with a one week notice period.

7.11 Agendas, including all public attachments, shall be made available through the Clerk’s Office after distribution to the Members of Council for viewing and will be posted on the Municipal website and bulletin board and copies can be procured through the Clerk’s Office.

7.12 Accessibility: The Municipality will attempt to remove any barriers for the provision of the Council meeting notice and agenda package. Alternate Formats of the material shall be available upon request.
8) COMMUNICATIONS AND PETITIONS

8.1 Every communication or petition intended for presentation to Council or to a Council Committee shall be legibly written or printed and shall be signed by at least one person, giving his/her address, and filed with the Clerk or Recording Secretary.

8.2 The deadline for receipt of communications or petitions by the Clerk for inclusion on the Agenda shall be noon, on the Thursday prior to the Regular Meeting of Council.

8.3 Communications and petitions addressed to the Mayor and Council shall either be listed on the Agenda or included in a Council Information Package.

8.4 All Resolutions received from other municipalities shall be distributed, for information purposes, to the members of Council in a Council Information Package.

8.5 A Council Information Package will be provided to Council members on a bi-weekly basis for all regular meetings and as required for special meetings.

8.6 Any member of Council may ask the Clerk to place any communication, petition or Resolution that is included in the Council Information Package on the next Regular Meeting Agenda of Council.

8.7 Communications or petitions containing obscene or defamatory language shall not be listed on the Agenda or a Council Information Package, but shall be held by the Clerk and may be directed to the police for investigation upon direction of the Mayor.

9) DEPUTATIONS

9.1 For the purpose of advancing the business of Council, persons desiring to verbally present new information on matters of fact or make a request of Council shall contact the Clerk to make a timed deputation at Council, subject to Section 9.2 to 9.7.

9.2 A written brief outlining the subject matter of the presentation shall be provided to the Clerk at the time of the request to appear and shall clearly state the nature of the business to be discussed, by Thursday noon prior to the meeting.

9.3 Deputations not providing sufficient notice may be heard at the discretion of a majority of members of Council present.
9.4 Deputations, at regular and special council meetings, shall be limited in speaking to not more than ten (10) minutes in total per person, per group or per organization. A delegation consisting of five or more members will be limited to two (2) speakers.

9.5 Notwithstanding Sections 9.1, 9.2, 9.3 and 9.4, deputations appearing before Council at Public Meetings are not limited to time constraints or notification requirements.

9.6 Council may refuse to hear Deputations when, in the opinion of Council, the subject of the presentation is beyond the jurisdiction of the Municipality.

9.7 No person will be permitted to address Council with respect to a specific personal issue, nor will a brief respecting such issue be listed on a Council Agenda. A written brief by any person with respect to personal issues may be forwarded to the Clerk for consideration by Closed Session.

9.8 No person will be permitted to address Council relating to any current litigation matters of which the Municipality is a party to the proceedings.

9.9 Council may solicit comments from the gallery on specific issues, on request through the chair;

10) CLOSED MEETINGS:

10.1 Except as provided in this Section, all meetings shall be open to the public.

10.2 The Mayor or other presiding Officer may expel any person for improper conduct at a Meeting.

10.3 A Meeting or a part of a Meeting may be closed to the public if the subject matter being considered is:
   a) The security of the property of the municipality or local board;
   b) Personal matters about an identifiable individual, including municipal employees or local board members;
   c) A proposed or pending acquisition or disposition of land by the municipality or local board;
   d) Labour relations or employee negotiations;
   e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
   f) The receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
   g) A matter in respect of which the Council, Board or Committee may hold a closed meeting under the authority of another Act
h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;

i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Other Criteria:

l) Related to the consideration of a request under the Municipal Freedom of Information and Protection of Personal Privacy Act, as Council is designated as head of the institution for the purposes of that Act.

m) An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13 (1) of this the Municipal Act, 2001, S.O. 2001, c. 25, or the investigator referred to in subsection 239.2 (1).

10.4 A meeting or part of a meeting of the Council, Board or Committee may be closed to the public if the following conditions are both satisfied:

a) The meeting is held for the purpose of educating or training the members, and

b) At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council or Committee.

10.5 For the purposes of Section 10.4 above, the following actions are considered to materially advance the business or decision making of the Council, Board or Committee:

a) Structured or unstructured debate

b) Adoption of recommendations or options.
10.6 For the purposes of section 10.4 above, the following actions are considered not to materially advance the business or decision making of the Council, Board or Committee:
   a) Brainstorming and listing of potential options for consideration by staff and Council
   b) Conducting group problem identification and analysis
   c) Receiving staff or council member briefings on new or emerging topics
   d) A technical briefing to relate background information necessary to assist in future decision making.

10.7 Before holding a Meeting or part of a Meeting that is to be closed to the public, Council shall state by Resolution:
   a) The fact of the holding of the Closed Meeting, and the time the closed meeting commenced
   b) The general nature of the matter to be considered at the Closed Meeting
   c) In the case of a meeting under Section 10.4, the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that Section.

10.8 A Meeting shall not be closed to the public during the taking of a vote except where:
   a) Subsection 10.3 or 10.4 permits or requires a Meeting to be closed to the public; and,
   b) The vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality, local board or committee or persons retained by or under contract with the municipality or local board.

10.9 All deliberations while in Closed Session shall remain confidential unless otherwise approved by Council in Open Session. The Mayor or Chair will report out the time that the closed portion of the meeting ended, and any results at the conclusion of the closed portion of the meeting, including if any directions or instructions were given to officers, employees or agents of the Municipality.
ORDER OF PROCEEDINGS, AGENDAS & MINUTES

11.1 Council Agendas:

a) The Clerk or his/her designate shall prepare the Agenda for all Regular Council Meetings consisting of the following Order of Business:

1. Meeting Called to Order
2. Agenda Update
3. Disclosures of Pecuniary Interest & The General Nature Thereof
4. Approval/Amendment of the Public and Regular Council Meeting Minutes
5. Approval of Accounts
6. Public Meetings
7. Deputations / Delegations
8. Staff Reports
9. Business - Unfinished Business
   - New Business
10. Councillor and Committee Reports
11. Mayor and Councillor Questions and Comments
12. Receiving Communications- Correspondence an Local Board and Committee Minutes
13. By-laws and Agreements
14. Other Business
15. Break – Comfort break approximately 5 minutes
16. Question Period – Current Meeting's Business- Council Discretion
17. Council-in-Committee (Closed Session under Section 239)
18. Council in Committee (Closed Session) Reports
19. Confirming By-Law
20. Adjournment

b) At each duly constituted Regular Meeting of Council, the Minutes of the preceding Regular Meeting, Public Meeting and any Special Meeting shall, unless otherwise decided by the Council, be submitted for adoption, and after they have been received by the majority of the members present, with any errors or omissions noted, shall be signed by the Mayor and Clerk.

c) The business of each Meeting shall be taken up in the order in which it stands in the Agenda, unless otherwise decided by a majority vote of the members present.

d) The Mayor may change the order of business, if required, for timing issues.
e) The Council may authorize electronic participation, by a telephone, for a
council member at a meeting, provided that the meeting is open to the public
and provided that any such member is not counted in determining quorum.

11.2 Minutes

a) The municipality or local board or a committee of either of them shall record
without note or comment all resolutions, decisions and other proceedings at a
meeting of the body, whether it is closed to the public or not. The minutes shall
be made by a clerk, in the case of the meeting of council, or an appropriate
officer, in the case of a meeting of a local board or committee.

b) Minutes of the Council or Committee, whether it is closed to the public or not,
shall record:
1) The date of the meeting;
2) The record of the attendance of the members;
3) Disclosures of pecuniary interest and the general nature thereof;
4) The reading, if requested, correction and adoption of the minutes of
prior meeting(s);
5) All resolutions and decisions;
6) All the other proceedings of the meeting without note or comment;
7) Time of call to order, time of adjournment and time in and out of
camera or Committee meeting;
8) A list of other business items discussed.

c) If the minutes have been delivered to the members, then the minutes will not
be read. The Mayor after receiving any errors or omissions reported by
members will request a motion to adopt the Minutes.

d) After the minutes have been adopted they will be signed by the Mayor and by
the Clerk.

12) COMMENCEMENT OF MEETINGS

12.1 A quorum shall be a majority of the members constituting the Council.
12.2 As soon after the hour fixed for a Meeting as a Quorum is present, the
Meeting shall be called to order by the Mayor.
12.3 If there is no quorum present within fifteen (15) minutes after the time
appointed for the Meeting, the Council shall stand adjourned until the date
and time of the next Regular or Special Meeting and the Clerk shall record
the names of the members present upon such adjournment.
12.4 The Mayor, if present, shall preside at all meetings.
12.5 In the absence of the Mayor, the Deputy Mayor shall preside during the Meeting or until the arrival of the Mayor.

12.6 In the absence of the Mayor and the Deputy Mayor, the Clerk shall call the Meeting to order fifteen (15) minutes after the hour appointed for the Meeting, and the members shall appoint a Member by resolution to preside during the Meeting or until the arrival of the Mayor or the Deputy Mayor.

12.7 If at any meeting the number of members is reduced to less than a quorum, subject to the provisions of the Municipal Conflict of Interest Act, the Council meeting shall stand adjourned.

13) ROLE OF THE MAYOR

13.1 It is the role of the Mayor as the Head of Council:
   a) To Act as Chief Executive Officer of the Municipality;
   b) To preside over Council meetings so that its business can be carried out efficiently and effectively;
   c) To provide leadership to Council;
   d) To represent the municipality at official functions; and,
   e) To carry out the duties of the Head of Council under any Act.

13.2 As Chief Executive Officer of the Morris-Turnerry, the Head of Council shall:
   a) Uphold and promote the purposes of the Municipality;
   b) Promote public involvement in the Municipality's activities;
   c) Act as the representative of Morris-Turnberry both within and outside the municipality and promote the Municipality locally, nationally and internationally; and,
   d) Participate in and foster activities that enhance the economic, social and environmental well-being of the County and its residents.

13.3 When presiding over Council meetings, the Head of Council shall:
   a) Open the meeting of Council by taking the chair and calling the members to order;
   b) Announce the business before the Council in the order in which it is to be acted upon;
   c) Receive and submit, in the proper manner, all motions presented by the members of Council;
   d) Put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings, noting a yes or no, and to announce the result; the mayor shall have the opportunity to vote, in the same manner as all other members of council;
e) Decline to put to vote motions that infringe the rules of procedure;
f) Restrain the members, within the rules of order, when engaged in debate;
g) Enforce on all occasions the observance of order and decorum among the members;
h) Call by name any member persisting in breach of the rules of order of the Council, thereby ordering him or her to vacate the Council Chamber;
i) Receive all messages and other communications and announce them to the Council;
j) Authenticate, by his or her signature when necessary, all by-laws, resolutions, and minutes of the Council;
k) Inform the Council, when necessary or when referred to for the purpose, on a point of order or usage;
l) Represent and support the Council, declaring its will, and implicitly obeying its decision in all things;
m) Ensure that the decisions of Council are in conformity with the laws and by-laws governing the activities of the Council;
n) Adjourn the meeting when the business is concluded;
o) Adjourn the meeting without question, in the case of grave disorder arising in the Council Chamber.

14) ROLE OF COUNCIL

14.1 It is the role of Council:
a) To represent the public and consider the well-being and interests of Morris-Turnberry;
b) To develop and evaluate the policies and programs of Morris-Turnberry;
c) To determine which services Morris-Turnberry provides;
d) To ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
e) To ensure the accountability and transparency of the Municipality's operations, including the activities of the Senior Management Team;
f) To maintain the financial integrity of the Municipality; and,
g) To carry out the duties of Council under any Act.

14.2 If the office of a member of Council of the municipality becomes vacant, if the member is absent from the meetings of Council for three (3) successive months without being authorized to do so by a Motion of council, in accordance with the provisions of Section 259 (1) and in accordance with Exceptions (1.1) (2) (3) and procedures as set out in Section 263 of the Municipal Act, 2001.
14.3 A member can be named as an "Alternate Member of Huron County Council" to represent the Municipality on Huron County Council, in the absence of the Mayor, pursuant to an appointment by the Council of the Municipality of Morris-Turnberry.

14.4 Any member shall notify the Administrator Clerk-Treasurer if they are unable to attend a council or committee meeting.

15) RULES OF CONDUCT

15.1 No Member shall:

a) Speak disrespectfully of the reigning sovereign, or any of the Royal Family, or of the Governor-General, the Lieutenant Governor, or any person administering the government of the Dominion of Canada, the Province of Ontario or of The Corporation of the Municipality of Morris-Turnberry.

b) Use indecent, offensive or insulting language.

c) Speak on any subject matter other than the subject in debate.

d) Disobey the rules of the Council Code of Conduct or a decision of the Presiding Officer or of the Council on questions of order or practice or upon the interpretation of the rules of the Council;

e) Disturb the Council by any disorderly conduct.

f) Use municipal property, services and other resources.

g) Interfere with the work of staff or department heads for day to day operations of the Municipality.

h) Work in conjunction with lobbyists.

And the Member shall:

h) Provide for Disclosure of gifts and benefits received by submission of a written statement, as set out in Schedule ‘A’, hereby attached.

i) Maintain confidentiality of information. A Confidentiality declaration must be signed and submitted to the Clerk.

j) Adhere to the harassment and violence policy.

k) Adhere to all council policies and procedures.

15.2 A Member shall not disobey the rules of the Council or a decision of the Mayor or of the Council on points of order or on the interpretation of the rules of procedure of the Council.

15.3 A Member shall not leave his/her seat or make any noise or disturbance while a vote is being taken or until the vote is declared.
15.5 In the event that a Member persists in a breach of the Rules of this By-Law, after having being called to order by the Mayor, the Mayor shall put the question "Shall the Member be ordered to leave his/her seat for the duration of the Meeting?" and such question is not debatable.

15.6 If the Council decides the questions set out in Section 15.5 of this By-Law in the affirmative by a majority vote of the members present, the Mayor shall order the member to leave his/her seat for the duration of the Meeting.

15.7 If the Member apologizes, the Mayor, with the approval of the Council, may permit the Member to resume his/her seat.

16) RULES OF DEBATE

16.1 The Mayor shall preside over the conduct of the Meeting including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the Meeting, subject to an appeal to the Council.

16.2 The Mayor may answer questions and comments in a general way without leaving the chair, but if he/she wishes to make a Motion or to speak on a Motion taking a definite position and endeavoring to persuade the Council to support that position, then he/she shall first leave the chair and address Council from the podium. The Mayor shall address presentations and if any member wishes to address a presenter, they must speak through the chair.

16.3 If the Mayor desires to leave the chair for the purpose of taking part in the debate or for any other reasons, the Deputy Mayor will sit in his/her place until he/she resumes the chair.

16.4 Before a Member may speak to any matter, he/she shall first be recognized by the Mayor or Chair.

16.5 When two or more members indicate simultaneously that they wish to speak, the Mayor shall name the Member who is to speak first.

16.6 When a Member is speaking to a Motion, he/she shall confine his/her remarks to the Motion and in speaking shall be limited to a maximum of five (5) minutes, unless otherwise decided by a majority vote of the members present.
16.7 A Member shall not speak more than twice to any Motion unless otherwise decided by a majority vote of the members present, except the Member who made a motion who shall be allowed to reply for a maximum of five (5) minutes.

16.8 When a Motion is under debate, a Member may ask a concisely worded question of another member or a staff member through the Mayor, prior to the Motion being put to a vote by the Mayor.

16.9 A member may require the Motion under debate to be read at any time during the debate, but not so as to interrupt a member who is speaking.

16.10 No member shall speak more than once on an item of business until every member who desires to speak, has spoken.
17) QUESTIONS OF PRIVILEGE AND ORDER

17.1 If a Member believes that his/her rights, privileges or integrity or those of the members collectively have been prejudicially affected, he/she shall ask leave of the Mayor to raise a question of privilege which shall take precedence over all other matters, but he/she shall not be permitted to enter into any argument or introduce any Motion related to the question of privilege.

17.2 When the Mayor considers that the integrity of Administrator Clerk-Treasurer or municipal staff has been impugned or questioned, the Mayor may permit the Administrator Clerk-Treasurer or staff member to make a statement to the Council.

17.3 When a Member desires to call attention to a violation of the Rules of Procedure, he/she shall ask leave of the Mayor to raise a point of order and after leave is granted, he/she shall state the point of order to the Mayor succinctly and the Mayor shall then decide upon the point of order and advise the members of his/her decision.

17.4 Unless a Member immediately appeals the Mayor's decision to the Council, the decision of the Mayor shall be final.

17.5 If the decision of the Mayor is appealed to the Council, then the question "Shall the ruling of the Chair be sustained?" shall be put immediately without debate and its result shall be final.

17.6 When the Mayor calls a Member to order, that Member shall cease speaking until the point of order is dealt with and that Member shall not speak again to the matter under discussion without the permission of the Mayor unless to appeal the ruling of the Mayor.

18) MOTIONS

18.1 All new motions shall be submitted orally or in writing. Written motions will be signed by the Mover and Seconder and filed with the Clerk. Oral motions shall be restated by the Chair or the Clerk before debate or a vote.

18.2 Any member of Council may give notice of intent that he or she will introduce a Motion the next or a subsequent meeting of Council to introduce a new matter, initiate any measure to make any change in the Council's established policy. The giving of notice requires no Seconder and is not at that time debatable.
18.3 All Notices of Motion shall be in writing, signed by the Mover and filed with the Clerk.

18.4 Notices of Motions filed with the Clerk shall be directed to the next Regular Council Meeting unless otherwise noted.

18.5 Any Motion may be introduced without notice if the Council without debate, dispenses with notice on the affirmative vote of at least two-thirds of the members present and voting.

18.6 Motions shall be seconded before being debated or put to a vote.

18.7 Every Motion shall be deemed to be in the possession of the Council for debate after it is accepted by the Mayor, but may, with the permission of the Council, be withdrawn at the joint request of the Mover and Seconder at any time before the Motion is disposed of.

18.8 When a Motion is under debate, no other Motion shall be in order except a Motion:
   a) To adjourn;
   b) To proceed beyond curfew;
   c) To table;
   d) To call the question (close the debate);
   e) To postpone to a certain time (defer);
   f) To refer;
   g) To amend.

18.9 A Motion to adjourn shall:
   a) Not be amended;
   b) Not be debated;
   c) Not include qualifications or additional statements; and,
   d) Always be in order except when a Member is speaking or the members are voting or when made in Committee-of-the-Whole.

18.10 When a Motion to adjourn has been decided in the negative, no further Motion to adjourn shall be made until after some subsequent proceeding has taken place.

18.11 The Council shall always adjourn when there is no business before them or at curfew if in session at that hour, unless otherwise decided before that hour by a majority vote of the members present at the Meeting to go beyond that hour.

18.12 A Motion to proceed beyond the hour of curfew shall:
   a) Not be amended;
   b) Not be debated; and,
   c) Shall always be in order, except when a Member is speaking or the members are voting.
18.13 A Motion to table shall:
   a) Not be amended;
   b) Not be debated;
   c) Apply to the main Motion and any amendments thereto under debate at a
time when the Motion to table was made;
   d) Not include qualifications or additional statements.

18.14 If a Motion to table is decided in the affirmative by a majority vote of the members
present, then the main motion and any amendments thereto shall be removed for
the Council's consideration until such time as a notice of motion to lift the matter
from the table is filed with the Clerk. A Motion to take from the table is not
debatable or amendable.

18.15 A Motion to call the question (close the debate) shall:
   a) Not be amended;
   b) Not be debated;
   c) Apply to the Motion or amendment under debate at the time when the
Motion to put the question is made;
   d) Not be received in any Committee;
   e) Be moved using the words "That the question now be called."

18.16 If a Motion to call the question is decided in the affirmative by a majority vote of
the members present, then the preceding Motion or amendment shall be voted
on immediately without further debate or comment.

18.17 A Motion to refer a matter under consideration to a Committee or the
Administration or elsewhere shall:
   a) Be open to debate;
   b) Be amendable; and,
   c) Preclude amendment or debate of the preceding Motion, unless the
Motion to refer is resolved in the negative, in which case the preceding
Motion shall be open to debate and amendment.
18.18 A Motion to amend shall:
   a) Be open to debate;
   b) Not propose a direct negative to the main Motion;
   c) Be relevant to the main Motion; and
   d) Not be further amended more than once.

18.19 A Motion to postpone to a certain time (defer) shall:
   a) Be open to debate;
   b) Be amendable; and
   c) Preclude amendment or debate of the preceding motion, unless the
      motion to Postpone to a certain time is resolved in the negative, in which
      case the preceding motion shall be open to debate and amendment.

18.20 When the Council amends a proposed zoning or re-zoning By-Law after the
holding of a Public Meeting as required by The Planning Act, the Council shall
immediately vote on the question of whether or not any further notice is to be
given in respect of the proposed By-Law, as amended.

18.21 The question of whether or not any further notice is to be given shall be
amendable and debatable.

18.22 The proposed zoning or re-zoning By-Law, as amended, shall not be introduced
and enacted until the question of whether or not any further notice is to be given
has been resolved.

19) VOTING PROCEDURES

19.1 A motion to amend an amendment to a Motion shall be voted on first.

19.2 Voting on the main Motion and amending Motions shall be conducted in the
following order:
   a) A Motion to amend a Motion to amend the main Motion;
   b) A Motion (as amended or not) to amend the main Motion;
   c) The main Motion (as amended or not).

19.3 When the Motion under consideration contains two distinct propositions, upon the
request of any Member, the Mayor or Chair shall divide the question and the vote
upon each proposal shall be taken separately.

19.4 A Motion shall be put to a vote by the Mayor immediately after all members
desiring to speak on the Motion have spoken in accordance with Section 19.7 of
this By-Law.
19.5 After a Motion is put to a vote by the Mayor or Chair, no Member shall speak on that Motion, with the exception of the Mayor or Chair who may speak following a recorded vote or upon breaking a tie, after the result of the vote is announced by the Mayor or Chair. No other motion shall be made until after the result of the vote is announced.

19.6 Every Member of Council present at a Council Meeting when a question is put shall vote thereon, except where he/she is disqualified to vote by reason of a pecuniary interest or is absent from the Council Chamber when the question is put.

19.7 Every Member of Council who is not disqualified from voting by reasons of a declared pecuniary interest shall be deemed to be voting against the Motion if he/she declines or abstains from voting.

19.8 All votes shall be by show of hands, except when a Recorded Vote is requested. The manner of determining the decision of the Council on a Motion shall not be by secret ballot or by any other method of secret voting.

19.9 The Mayor shall announce the result of every vote after requesting both a yes and nos. Upon the taking of any vote, if all of the members present when the vote is taken vote unanimously, the Mayor may direct the Clerk to record the vote accordingly.

19.10 If a Member disagrees with the number of votes for and against a Motion as announced by the Mayor, he/she may object immediately to the Mayor's declaration and, with the consent of the Council, the vote shall be re-taken.

19.11 When there is a tie vote on any Motion, it shall be deemed to have been decided in the negative.

19.12 When called for by any Member or when required by law, a Recorded Vote shall be taken by the Clerk, in random order and the results declared by the Clerk.

19.13 A Member may call for a Recorded Vote immediately prior to or immediately after the taking of the vote. A member may request a recorded vote on any question and when a member requests a recorded vote, each member present unless otherwise prohibited by Statute, shall announce his/her vote openly and individually in favour of or against the question. The Clerk shall record each member's vote as having voted "Yes" or "No" and each members surname shall be noted in the minutes. The order in which the clerk shall record the vote shall be in random order, until all members have voted. After completion of the vote, the Clerk shall announce the results. If during the roll call vote, any member present refuses to vote or fails to vote, he/she shall be deemed and recorded as voting against the question.
19.14 When a Recorded Vote is taken, the names of those who voted for and against the Motion shall be entered in the Minutes.

19.15 In any vote required of the Whole Council, the number of members constituting the Council shall be determined by excluding:

a) the number of members who are present at the Meeting but who are excluded by voting by reasons of The Municipal Conflict of Interest Act;

b) the number of seats that are vacant on the Council by reasons of Section 259 of The Municipal Act.

19.16 Negative Vote: Any question on which there is an equality of votes, shall be deemed to negative and is defeated.

19.17 Every member of council present at a Council Meeting when a question is put, shall vote thereon, except where is prohibited by statute from voting or disqualified to vote by reason on a conflict of interest, or is absent from the Council Chambers, when the question is put.

19.18 A failure by a member to vote, who is present and qualified at the meeting at the time of the vote and who is qualified to vote, shall be deemed to be a negative vote.

20) **RECONSIDERATION:**

20.1 A Motion to reconsider a decided matter shall only be introduced by a Member who voted with the majority on the original Motion. Before accepting a Motion to reconsider, the Mayor may ask the Member to confirm that he voted with the majority on the issue in question.

20.2 A Motion to reconsider a decided matter shall require the approval of at least two-thirds of the Whole Council.

20.3 No Motion for reconsideration of any decided matter shall be permitted more than once during a period of twelve months following the date on which the question was decided.

20.4 If a Motion to reconsider is decided in the affirmative at a Meeting, then consideration of the original matter shall become the next order of business.

20.5 No debate on a Motion to reconsider a decided matter shall be permitted; however, the Mover of a Motion to reconsider may provide or may make a brief and concise statement outlining the reasons for proposing such reconsideration.
21) **ENACTMENT OF BY-LAWS**

21.1 The Clerk shall specify the title of all the By-Laws to be introduced. Every By-Law when introduced shall be in typewritten form and shall contain no blanks except such as may be required to confirm to accepted procedure or to comply with provisions of any Act and shall be complete with the exception of the number and date thereof.

21.2 Every By-law shall receive three readings before being passed.

21.3 The first reading of a By-law shall be decided without amendment or debate.

21.4 By-Law may be given all three readings at the same Meeting, except when requested otherwise by motion passed by the majority of the members present or as otherwise provided in law.

21.5 By-Laws may, by a majority vote of the members present, be referred to the Council-in Committee or a Communications Meeting for consideration, prior to third reading of a By-law.

21.6 When By-Laws have been referred to the Council-in-Committee or a Communications Meeting, its recommendations shall be put to a vote immediately following the adoption of the Council-in-Committee Report.

21.7 Every By-Law enacted by the Council shall be numbered and dated, and shall be, sealed with the seal of the Corporation, and signed by the Mayor and the Clerk and shall be deposited in the vault by the Clerk for safekeeping.
22) **COUNCIL-IN-COMMITTEE IN CLOSED SESSION**

22.1 Whenever a majority of the members present decide that the Council should resolve into a Closed Session of the Council-in-Committee, the Mayor as Chair shall maintain order during the Meeting and shall report the proceedings thereof to the Council.

22.2 All "Closed Session" items of Council shall be discussed in Meetings of the Council-in-Committee.

22.3 The rules governing the procedure of the Council and the conduct of its members shall be observed in the Closed Session of the Council-in-Committee with necessary modifications except that:
   a) The number of times of speaking on any question shall not be limited;
   b) No Recorded Vote shall be permitted;
   c) A Motion to put the question shall not be permitted;
   d) A Motion to adjourn shall not be permitted, except when meeting apart from Regular Meetings.
   e) Any direction to staff or an agent at a closed meeting be included in a resolution, duly moved and seconded, and passed by a majority of the members present.

22.4 The Minutes of the closed session will be recorded at outlined in Section 11.2 of this By-law.

22.5 Any actions of the Closed Session of the Council-in-Committee Meeting shall be reported by the Mayor as soon as the Regular Council Meeting reconvenes into Open Session.

22.6 Investigation:
   A person may request that an investigation of whether a municipality or local Board has complied with Section 239 or a procedure By-law under Subsection 239.1 of the Municipal Act, 2001, S.O. 2001, c.25, as amended in respect of a meeting or part of a meeting that was closed to the public be undertaken by the Ombudsman appointed under the Ombudsman Act.

22.7 Resolution:
   If a municipality receives a report from a person reporting that in their opinion that a meeting or part of a meeting that was subject-matter of an investigation by that person, appears to have been closed to the public, the municipality or local board, shall pass a resolution stating how it intends to address the report.
23) COMMITTEES

23.1 Procedure:
A committee will conform to the rules governing protocol and procedures for Council-in-Committee meetings, unless noted otherwise in this Part.

23.2 Establishment-Appointment:
  a) Council establishes Local Boards and Council Committees to help support their work. Some are discretionary and others are mandatory as required by legislation.
  b) The names of members required to serve on the Council Committees, Boards, Commissions or other bodies to which Council is required or empowered to appoint persons, will be determined by Council in an inaugural, regular or special meeting.
  c) Council may appoint members to any Local Boards or Council Committees to act in the place of any members thereof who, by reason of illness or absence from the Municipality, are unable to attend the meetings of the Council Committees or who resign before their terms of office have expired.

23.3 Local Boards:
Local Boards are appointed by Council by By-Law and/or Statute to fulfill their obligations under the same.

23.4 Standing Committees:
Standing Committees of Council are committees that consist of at least 50% of the membership consisting of members of Council, which are appointed by Council under Statute or By-law.

23.5 Council Advisory and Program Committees:
The duties of Advisory Committees, which may be created by Council, shall be to report and to make recommendations to Council on all matters relating to their terms of reference or that have been referred to them. Advisory Committees will generally have one representative appointed from Council.

23.6 Special Purpose Committees:
The duties of Special Purpose Committees, appointed by the Mayor and confirmed by Council By-Law or Resolution, shall report to Council on any matters relating to their terms of reference or that have been referred to them.

23.7 Mayor-Ex-officio:
The Mayor is an ex-officio member of every Council Committee. Where a Council Committee is established by reference to a particular number of members
without specifically providing for the membership of the Mayor, such number is automatically increased by one, being the Mayor, as provided under this Section.

The Mayor may vote and otherwise participate without any restriction in the business of the committee on the same basis as any other committee member.

23.8 Terms of Reference:
Subject to the provision of any general or special Act, the Council, in establishing any Council Committee, will set forth terms of reference and such other provisions as the Council deems proper.
Council may consider any matter without referring it to a Council Committee or may refer it to one or more committees or refer it to the Committee-in-Council or Committee-of-the-Whole Meeting, and may withdraw a matter from a Council Committee whether or not the Council Committee has entered into consideration.

23.9 Quorum:
A majority of the members of a Local Board or Council Committee shall be a quorum. The Mayor is a member to be included in determining the quorum.

23.10 Committee Chair:
Annually, each committee at its first meeting will appoint a Committee Chair and Committee Vice-Chair from among its members. Each committee will have the authority to alter the time of its meetings and to hold special meetings so that where possible it will not conflict with meetings of Council.

23.11 Attendance:
Members of Council may attend meetings of any Advisory Committee of which they are not members, but shall not have the privilege of voting and may not address the Committee without the permission of the Chair.

23.12 Notice and Agendas of Committee Meetings: Notwithstanding the provisions of Section 7 of this By-law, the published Agenda shall be considered as adequate notice for its Council Committees, and shall be circulated not later than forty-eight (48) hours prior to the meeting. The complete paperless agenda package will be available not less than forty-eight (48) hours prior to the meeting, by email to committee member, each municipal council member, and posted on the Municipal public website.

23.13 Emergency or Extraordinary Meeting: A meeting dealing directly with an emergency or extraordinary situation shall be transacted as the Emergency Meeting. Notice shall be delivered to the Committee Members and Council Members and posted on the Municipal Website not later than 2 (2) hours prior to the meeting.
23.14 Minutes:
The Minutes of all Council Committees shall be recorded according to the process set out in Section 11.2 forwarded to Council to be received as information. The Clerk or an appropriate officer will be the recording secretary for all Standing Committees of Council. Section 228 (4) of the Municipal Act. The Clerk may delegate in writing to any person, other than a member of council.

24) DISCLOSURES OF PECUNIARY INTEREST

24.1 If a Member or Council Committee member has any pecuniary interest, direct or indirect, in any matter in which the Council is concerned and if he/she is present at a Meeting at which the matter is the subject of consideration, he/she shall disclose his/her interest and the general nature thereof and shall not take part in the consideration or the discussion of the matter nor vote on any Motion in regard to the matter. He/She shall leave his/her chair and may sit in the gallery for an Open session of Council and shall leave the council room for a "Closed session of Council. If a Member is not present and has any pecuniary interest, he/she shall disclose his/her interest at the next meeting in attendance.

24.2 Notwithstanding the quorum requirements of this By-law, when a majority of the members has disclosed an interest in accordance with Section 24.1 of this By-Law and the Municipal Conflict of Interest Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

25) CONFIRMATORY BY-LAW

25.1 The proceedings at every Regular and Special Meeting shall be confirmed by By-Law so that every decision of the Council at that Meeting and every Resolution passed thereat shall have the same force and effect as if each and every one of them had been the subject matter of a separate By-Law duly enacted.

26) QUESTION PERIOD

26.1 Question period may be available to ask questions of Council regarding any items relevant to the business discussed during the meeting. No new matters of business may be brought up, nor is there to be debate or restating of positions during the question period. Question period is at the discretion of council.

26.2 Question period shall be limited to a total time allotment of ten (10) minutes.
27) TRAINING OF MEMBERS OF COUNCIL:

27.1 The Municipality will support the attendance of each member of council at one (1) convention per year.

27.2 Attendance at Public meetings, training meetings, workshops and the annual Huron County Municipal Officers meeting will be encouraged.

27.3 A motion of Council is required for Item 27.1 and 27.2.

28) RECORDING EQUIPMENT:

28.1 At the meetings of Council or a Committee, the use of cameras, electric lighting equipment, flash bulbs, recording equipment, television cameras and any other device of a mechanical, electronic or similar nature used for transcribing or recording proceedings by auditory or visual means by the members of the public, including accredited and other representatives of any news whatsoever, may be permitted and shall be subject to the approval of the Council and/or direction of the Mayor or Committee Chair, unless otherwise decided by the Council or a Committee, prior to the Call to order of the meeting.

29) COMMUNICATION DEVICES:

29.1 At the meetings of Council, the use of cellular phones, audible pagers or any other similar communication devise is only permitted in the gallery section of the Council Chambers.

29.2 All members of council shall turn off or turn on vibrate mode all electronic devices and shall not operate such devices at the council table, during a meeting, except for the device required for Council use during the meeting.

30) SUSPENSION OF RULES:

Any procedure required by this by-law may be suspended with the consent of a majority of the members of Council in attendance.

31) REPEAL

31.1 Morris Turnberry By-Law No. 48-2014 and By-Law No. 28-2017 and any amendments are hereby repealed in their entirety.
32) ENACTMENT

32.1 The effective date of this By-law shall be the of , 2018.

Read a First and Second Time and Passed on the day of , 2018
Read a Third Time and Finally Passed on day of , 2018

______________________________
Paul Gowing, Mayor

______________________________
Nancy Michie, Clerk
Schedule ‘A’ of By-law No. - 2018

Gifts and Benefits

Disclosure Sheet for the Members of Council

<table>
<thead>
<tr>
<th>Description of Gift or Benefit</th>
<th>Giftor</th>
<th>Recipient</th>
<th>Value</th>
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____________________________________  ____________________________
Signature of Council Member             Dated
Dates for 2018 Regular Council Meetings:

The meeting dates are pursuant to the Procedural By-law, unless approved by Council resolution.

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Note: Special council meetings can be called by Motion of Council or by the Call of the Mayor.
# 2018 OGRA Conference Registration Form

February 25 – 28, 2018 - Fairmont Royal York Hotel, Toronto, ON

Please type or print clearly and send with payment to Ontario Good Roads Association, Unit 22, 1525 Cornwall Rd., Oakville, ON L6J 0B2

**NAME:**

**MAILING ADDRESS:**

**TEL:**

**MUNICIPALITY/ORGANIZATION:**

**EMAIL:**

**NAME OF DELEGATE**
(to appear on badge-no initials)

**TITLE**

**REGISTRATION TYPE**

**PRE-RIGHTICATION FORMS MUST BE RECEIVED BY FEBRUARY 16, 2018**

**NOTE:** Luncheon tickets are not included in any registration fee

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<th>Name on Card:</th>
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<td>Awards Luncheon Ticket</td>
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<td>Carmen Sousa - Tel: 289-291-6472 or e-mail: <a href="mailto:carmen@ogra.org">carmen@ogra.org</a></td>
<td></td>
<td>OGRA Social Ticket</td>
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**FEES (enclosed)**

**REFUND POLICY**

Full refunds, less an administration fee of $25.00 plus HST, of pre-registration fees will be issued if notice of cancellation is received by Friday, February 2. NO REFUNDS AFTER FEBRUARY 2. SUBSTITUTIONS ARE PERMITTED. ALL REQUESTS MUST BE IN WRITING.

Special dietary requirements, including food allergies, should be forwarded in writing to Slobhan Cosgriff at the Fairmont Royal York Hotel by fax: 416-388-8148 or email: slobhan.cosgriff@fairmont.com

For on-site registration fees, additional surcharge over regular rate as follows:

Type A and Type B add $50, Type C and Type D add $30 and Type E add $20

**Subtotal**

**+13% HST (HST # 120050958T)**

**TOTAL**
Nancy Michie

From: Ahmed-Ullah, Tabasum (MOF) <Tabasum.Ahmed-Ullah@ontario.ca>
Sent: Thursday, January 04, 2018 1:45 PM
To: Nancy Michie
Cc: Reid, Andrew (MOF)
Subject: RE: MOF - Municipality of Morris-Turnberry Delegation Meeting at ROMA 2018

Importance: High

Good afternoon Nancy,

Due to unforeseen circumstances, it is necessary for us to reschedule your upcoming delegation meeting with Parliamentary Assistant Yvan Baker. As a result, we propose moving your delegation meeting to the afternoon of Monday January 22nd.

The revised meeting details are as follows:

Date: Monday January 22, 2018
Time: 2:35-2:50 pm
Location: Danforth Room (to be confirmed)

Please reply to confirm that the delegates will be available to meet at the revised time.

We apologize for any inconvenience this may cause, and thank you for your time.

Regards,

Tabasum Ahmed-Ullah
Issues Coordinator
Provincial-Local Finance Division
Ministry of Finance
tabasum.ahmed-ullah@ontario.ca
T: 416-327-3270

Good Morning:

Yes Morris-Turnberry will be attending the presentation January 22, 2018 10:05 to 10:20 am.

The names of the delegates - we will advise you in January of the names.

Thank you.

Nancy Michie
Administrator Clerk-Treasurer
41342 Morris Rd., PO Box 310,
BRUSSELS, ON N0G 1H0
Good Afternoon,

On behalf of Huron County’s Economic Development Department, I would like to extend an invitation to you and your council to attend the consultant’s presentation of the Airport Feasibility Study Report to the Huron County Economic Development Board.

The meeting details are as follows:
**Date:** Monday, January 15th, 2015  
**Time:** 5:00 pm  
**Location:** Libro Community Hall; 239 Bill Fleming Drive, Clinton ON

The Airport Feasibility Study looked at both Goderich Municipal Airport and Richard Le Van Municipal Aerodrome (Wingham) and investigated the following for both airports:

- 20 year infrastructure requirements;
- Opportunities to increase revenue;
- Opportunities to decrease cost;
- Opportunities to share resources between the two airports.

The consultant will make a 30 minute presentation summarizing the findings of the report. The meeting is public, so feel free to invite others in your municipality you feel may be interested in the study.

If you have any further questions, please don’t hesitate to contact Chris Watson, the County’s Project Manager on this assignment. Contact info as follows:

Chris Watson  
Economic Development Officer  
**Huron County**  
m: 5194401463  
a: 54 West St. Goderich, ON N7A 2K3  
w: huroncounty.ca e: cwatson@huroncounty.ca

Thanks,
Kate Puska  
Executive Assistant to the CAO and Warden  
Corporation of the County of Huron  
1 Courthouse Square  
Goderich, ON N7A 1M2  
519.524.8394 ext 3224  
kpuska@huroncounty.ca
Please join us for the 6th Annual New Year’s Levee and a celebration of Huron-Bruce’s Remarkable Citizens!

TEESWATER COMMUNITY COMPLEX
21 Marcy Street East, Teeswater
January 25th, 2018 @ 7:00pm

Snow date: January 29th

May your holidays be full of good cheer and sparkle with thoughts of loved ones, both far and near.

It is our sincere wish that the spirit of goodwill embrace you and your community during the festive season and throughout the new year.

Warming Wishes for a Wonderful Holiday Season!

Lisa Thompson, MPP
Huron-Bruce
Report to the Council of Morris-Turnberry:
Subject- Agenda for Tuesday January 30, 2018

Recommendation: That the Council receive the report for information.

Executive Summary:
The meeting schedule for Tuesday January 30, 2018, will be primarily planning related.

On file, we have the following:

1. Minor Variance for 85822 London Road
2. Consents as follows:
   1. Lot 18 Concession 6 Turnberry 40783 Salem Road
   2. Part of Lot 15 Concession 5, Morris 41408 Morris Road
   3. Part of Lot 32,33 Concession C Turnberry 88005 McDonald Line
   4. Part of Lot 64, 65 Plan 162 Belgrave - 2 applications

3. Proposed Zoning application for Pt Spt Lot 1 Concession 1, Morris 86348 London Road
4. Site Plan by-law for 207 North Street West
5. Noise by-law pertaining to 160 Potter Street

Accounts and the Public works report will be included on the agenda.
Other items will be added as time permits.

Thank you.

Nancy Michie
REPORT TO: Mayor Gowing and Members of Council
Prepared By: Kirk Livingston, Chief Building Official
Date: January 9, 2018
Subject: Ontario Building Code Amendment Updates
Attachments:

RECOMMENDATION:

THAT the Council of the Municipality of Morris Turnberry hereby receives the Chief Building Officials report for information purposes.

EXECUTIVE SUMMARY

The Building Department’s main objective is to provide the best professional service to administer and enforce the Ontario Building Code. Recently added amendments and upcoming proposed amendments to the Ontario Building Code have been summarized for Council below at Councils request.

DISCUSSION

Building Code Act Amendments Passed

On December 14, 2017 the Government of Ontario passed Bill 177 the Stronger, Fair Ontario Act (Budget Measures) 2017. Included in Bill 177, under Schedule 2 are amendments to the Building Code Act, 1992. The amendments are intended to address the Elliot Lake Commission of Inquiry’s recommendations.

With the passage of Bill 177, the following amendments to the Building Code Act, 1992 are now in effect:

1) Amendments necessary to establish regulations for Building Condition Evaluation Programs for prescribed classes of buildings

The Lieutenant Governor in Council is authorized to make regulations establishing building condition evaluation programs and prescribing buildings and parts of buildings that are subject to such programs. Building owners are required to maintain and operate such a building or part of a building in accordance with the Act and the building code. Building owners are also required to ensure that an evaluation occurs in accordance with the Act and the building code. The Act provides for the inspection of buildings that are subject to a building condition evaluation program and authorizes the inspector to make orders. Requirements related to the service and posting of orders are set out, and the orders are also required to be made available to the public and registered in the proper land registry office. The Act also requires a principal authority to provide information regarding such a building to prescribed persons upon request and to adopt and maintain a written complaints policy regarding the program. (See section 15 of the Schedule.)

The Schedule amends section 1.1 of the Act to set out the role of building owners and persons conducting building condition evaluations.
2) Amendments allowing Chief Building Officials to register orders regarding contraventions to the Building Code Act and the Building Code on property title

The Schedule amends various provisions relating to the posting of orders made under the Act to authorize making copies of the orders available to the public and registering the copies in the proper land registry office. The existing orders affected are those authorized under the following sections of the Act: sections 12 (compliance), 13 (do not cover or enclose), 14 (stop work), 15.9 (unsafe building), 15.10 (emergency), 15.10.1 (maintenance).

3) An amendment to increase the maximum fine amounts for corporations

The maximum penalty that may be imposed on a corporation convicted of an offence under the Act is increased from $100,000 to $500,000 in the case of a first offence. In the case of a subsequent offence, the maximum penalty is increased from $200,000 to $1,500,000. (See section 25 of the Schedule.)

4) An amendment to clarify the independence of building official

Subsection 12 (1) of the Act currently authorizes an inspector to enter upon land and into buildings without a warrant where there is a permit or an application for a permit in respect of the building or site. This provision is amended to allow such entry, regardless of whether a permit is involved, if the inspector is entering to determine whether or not the Act, the building code or an order under the Act is being complied with, subject to the limitations set out in section 16 of the Act on the power to enter a dwelling. (See section 6 of the Schedule.)

The Act is amended to make it an offence for a person to perform the functions of a chief building official, an inspector, a registered code agency, a designer or another person referred to in section 15.11 or 15.12 of the Act without meeting the qualification and registration requirements. A similar offence is added in respect of a person conducting a building condition evaluation. (See sections 16 and 17 of the Schedule.)

The roles of chief building officials and inspectors are also amended to specify that their roles include exercising powers and performing duties in an independent manner. (See section 2 of the Schedule.)

5) An amendment to empower municipalities to be able to establish administrative penalties for property-standards by-law contraventions

New provisions are added to authorize the imposition of administrative penalties on specified persons by municipalities, designated enforcement persons and inspectors in specified circumstances. (See sections 10, 19 and 23 of the Schedule.)
6) Additional amendments to the Act that relate to continuing professional development and administrative monetary penalties were included in the Bill. These amendments would come into effect at a later date, following consultation and the approval of supporting regulations.

Various regulation-making powers are provided for, including the power for the Lieutenant Governor in Council to make regulations governing a continuing education and professional development program for chief building officials, inspectors, registered code agencies, designers and other persons. (See section 24 of the Schedule.)

Interim Amendment Regulation:
7) Amendment to Electric Vehicle Requirements in the 2012 Building Code

An amendment to the Building Code was filed on December 19, 2017 to put in place transition provisions to support the smooth implementation of electric vehicle charging requirements that come into effect on January 1, 2018. The Electric Vehicle charging requirements apply to new houses and new non-residential buildings, such as work places, with integrated parking spaces.

The transition provisions apply to projects that have already been planned, approved and may have electrical servicing in the ground, but have not yet received a building permit. In these cases, investments have already been made in systems that were not designed to handle the increased energy loads that the new Building Code provisions generate.

Changes to Building Code Related Fees – Effective January 1, 2018

In December 2013, amendments to the Building Code were filed that introduced new fee structures for the following services:

These fee changes were intended to help ensure that the fees more closely covered the costs of delivering these services and to promote the financial sustainability of these services under the Building Code Act, 1992.

Building Practitioner Registration, Building Code Commission, and Minister’s Rulings

For these services, new fees are calculated annually and take effect on January 1 of each year. New fees are based on the Consumer Price Index. For 2018, fees will increase by 1.6 per cent. Existing and new fees are set out below:
Registrations for Building Practitioners

<table>
<thead>
<tr>
<th>PRACTITIONERS</th>
<th>Transaction</th>
<th>January 1, 2017</th>
<th>January 1, 2018</th>
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</thead>
<tbody>
<tr>
<td>Building Officials</td>
<td>Initial Registration/Reinstatement</td>
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<td>$111</td>
</tr>
<tr>
<td></td>
<td>Annual Renewal</td>
<td>$109</td>
<td>$111</td>
</tr>
<tr>
<td>Independent Designers</td>
<td>Initial Registration/Reinstatement</td>
<td>$109</td>
<td>$111</td>
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<tr>
<td></td>
<td>Annual Renewal</td>
<td>$109</td>
<td>$111</td>
</tr>
<tr>
<td>Design Firms</td>
<td>Initial Registration/Reinstatement</td>
<td>$173</td>
<td>$176</td>
</tr>
<tr>
<td></td>
<td>Annual Renewal</td>
<td>$131</td>
<td>$133</td>
</tr>
<tr>
<td></td>
<td>Updating class of registration</td>
<td>$37</td>
<td>$38</td>
</tr>
<tr>
<td>Septic System Installers</td>
<td>Initial Registration/Reinstatement</td>
<td>$109</td>
<td>$111</td>
</tr>
<tr>
<td></td>
<td>Annual Renewal</td>
<td>$109</td>
<td>$111</td>
</tr>
<tr>
<td>Registered Code Agencies</td>
<td>Initial Registration/Reinstatement</td>
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<td>$419</td>
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<td>$309</td>
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<tr>
<td></td>
<td>Updating class of registration</td>
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<td>$71</td>
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Applications to the Building Code Commission

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<th>Building Code Commission</th>
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<tbody>
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<td></td>
<td>$181</td>
<td>$184</td>
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</table>

Applications for Minister’s Rulings

<table>
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<th>Minister’s Ruling</th>
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<th>January 1, 2018</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$595</td>
<td>$605</td>
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</table>

Building Materials Evaluation Commission

For applications to the Building Materials Evaluation Commission, the Building Code sets out the following fees:

<table>
<thead>
<tr>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018 and subsequent calendar years</th>
</tr>
</thead>
<tbody>
<tr>
<td>$5000</td>
<td>$7,000</td>
<td>$9,000</td>
<td>$11,000</td>
</tr>
</tbody>
</table>
COMMENT PERIOD EXTENDED

Ontario Consulting on Proposed Changes to the Building Code: Parking Structures

Submission of comments on the consultation document for proposed regulatory amendments to the Building Code to establish a Building Condition Evaluation Program for all buildings with rooftop parking as well as exposed, multi-storey, above-ground parking structures built before 1988 has been extended to:

**January 19, 2018**

Respectfully submitted,

Kirk Livingston, Chief Building Official

Nancy Michie, Administrator Clerk-Treasurer
As we enter the holiday season, I would like to wish you and your family a Merry Christmas and all the best in the New Year.

As you know, the ROMA Conference is taking place in Toronto from January 21-23. I would like to invite you to our PC Caucus reception, which will take place on Monday evening, January 22, from 6:00-8:00 PM in the Civic North Ballroom on the 2nd floor of the Sheraton Hotel.

I would also like to invite you to join us on Tuesday January 23 at 9:30AM when Patrick Brown, the Leader of the Ontario PC Party, will be giving his speech.

As part of the conference, the Ontario PC Caucus will once again be holding delegations with municipal representatives. These meetings are a great opportunity to share your local concerns with myself and other members of the PC Caucus as we go into an election year. If you would like to meet with us during the conference, please let me know.

We will also be holding delegations at the OGRA conference. If you would prefer to meet with us then please let me know that as well.

Again, I hope you have a Merry Christmas and I hope to see you at one of the conferences in the New Year. In the meantime if I can be of assistance please do not hesitate to contact me.

Sincerely,

Ernie Hardeman, MPP Oxford
PC Critic for Municipal Affairs and Housing
December 15, 2017

Dear Heads of Municipal Councils:

We are pleased to provide an update on Bill 59, Putting Consumers First Act (Consumer Protection Statute Law Amendment), 2017. Bill 59 made amendments to the City of Toronto Act, 2006 and the Municipal Act, 2001. Upon proclamation, these amendments will allow local municipalities to regulate the location and number of payday loan establishments. We would like to inform you that the government has proclaimed these sections into force effective January 1, 2018.

During consultations to inform the development of Bill 59, the government heard from municipalities that there was interest in an expanded municipal authority to regulate payday lenders. As a government we have listened. We thank municipal leaders for your contributions to protecting consumers and your communities.

Additional regulatory changes to strengthen protection for consumers using payday loans and cheque-cashing services will come into force on July 1, 2018 and include the following:

- It will be mandatory for payday lenders to provide borrowers with an extended payment plan if borrowers take out three or more loans with the same lender within a 63-day period.
- Payday lenders can only lend up to 50 per cent of a borrower’s net pay per loan.
- The cost of borrowing a payday loan must be disclosed as an annual percentage rate in advertisements and agreements.
- The maximum fee for cashing government-issued cheques will be capped at $2 plus one per cent of the face value of the cheque, or $10, whichever is less.
- It will be mandatory for cheque cashing service providers to provide a receipt when cashing government-issued cheques.
If you have any questions about the amendments, you may contact Ann Misetich, Manager of Consumer and Business Policy via email at Ann.Misetich@ontario.ca or by telephone at 416-326-8868.

Thank you for your continued support of strengthening financial protection for consumers in Ontario’s communities. We look forward to continuing to work with you on this important initiative in the future.

Sincerely,

Tracy MacCharles
Minister of Government and Consumer Services

c: Municipal Clerks/CAOs

Bill Mauro
Minister of Municipal Affairs
Passing of Bill 139 – the Building Better Communities and Conserving Watersheds Act, 2017

Please note that on December 12, the Legislative Assembly passed the Building Better Communities and Conserving Watersheds Act, 2017 which, among other matters, will replace the Ontario Municipal Board with a new tribunal, the Local Planning Appeal Tribunal, and helps ensure that proceedings before the tribunal are faster, fairer and more affordable.

More specifically, the legislation includes reforms that will:

- Reduce the number of appeals by limiting what could be brought before the new tribunal.
- Reduce the length and cost of hearings and create a more level playing field for all participants by introducing timelines and requiring the new tribunal to look for ways, like mediation, to settle major land use planning appeals that could avoid the hearing process altogether.
- Eliminate lengthy and often confrontational examinations and cross-examinations of witnesses by parties and their lawyers at the oral hearings of major land use planning appeals.
- Establish the Local Planning Appeal Support Centre, a new provincial agency, which will provide Ontarians with information about the land use planning appeal process, legal and planning advice, and, in certain cases, may provide legal representation in proceedings before the tribunal.
- Give more weight to key decisions made by municipal officials who have been elected to serve in the interests of the communities they represent.

These and the other reforms in the new legislation stem from last year’s comprehensive review of how the Ontario Municipal Board operates and its role in the province’s land-use planning system.

Proposed Regulatory Changes
Some of the changes made through Bill 139 will require corresponding amendments to existing regulations and the creation of new regulations.

Planning Act
Under the Planning Act, the proposed regulatory changes would:

- Require explanations of how planning proposals conform with local planning documents (which would build on other requirements);
- Clarify requirements for municipal notices;
- Make other technical changes; and
- Establish transition rules for planning matters in process at the time of proclamation under the Planning Act.

For more information, including providing comments on these matters please go to the Environmental Bill of Rights Registry:
• **EBR Registry Posting 013-1790**: Proposed amendments to matters included in *existing regulations under the Planning Act* relating to the Building Better Communities and Conserving Watersheds Act, 2017 (Bill 139).

• **EBR Registry Posting 013-1788**: Proposed new regulation under the Planning Act to prescribe *transitional provisions* for the Building Better Communities and Conserving Watersheds Act, 2017 (Bill 139).

**Local Planning Appeal Tribunal Act**

Under the Local Planning Appeal Tribunal Act, 2017, the proposed regulatory changes would:

- Establish transition rules for appeals to the Tribunal under the Planning Act;
- Establish timelines for appeals to the Tribunal under the Planning Act;
- Establish time limits for submissions at oral hearings for major land use planning appeals before the Tribunal; and
- Scope the practices and procedures of the Tribunal in respect of major land use planning appeals.

For more information, including providing comments on these matters please go to Regulatory Registry:

• [Ontario Regulatory Registry Posting 17-MAG011](#)

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Adoption du projet de loi 139 – *Loi de 2017 visant à bâtir de meilleures collectivités et à protéger les bassins hydrographiques*

Veuillez noter que le 12 décembre, l’Assemblée législative a adopté la *Loi de 2017 visant à bâtir de meilleures collectivités et à protéger les bassins hydrographiques* qui, entre autres, remplacera la Commission des affaires municipales de l’Ontario par un nouveau tribunal, le Tribunal d’appel de l’aménagement local, et fera en sorte que les instances devant ce tribunal soient plus rapides, plus équitables et plus abordables.

Plus précisément, cette loi comprend des réformes visant ce qui suit :

- Réduire le nombre d’appels en limitant ce dont le nouveau tribunal peut être saisi.
- Réduire la durée et le coût des appels et établir des conditions plus équitables pour tous les participants en fixant des délais et en exigeant que le nouveau tribunal explore divers moyens, par exemple la médiation, qui permettent d’éviter le recours au processus d’audience pour régler les appels de décisions importantes en matière d’aménagement du territoire.
- Éliminer les interrogatoires et contre-interrogatoires longs et souvent conflictuels des témoins par les parties et leurs avocats au cours des audiences orales portant sur des appels de décisions importantes en matière d’aménagement du territoire.
- Créer le Centre d’assistance pour les appels en matière d’aménagement, un nouvel organisme provincial qui fournira aux Ontariens et Ontariennes des renseignements sur le processus d’appel en matière d’aménagement du territoire, des conseils juridiques, des conseils relatifs à l’aménagement, et dans certains cas, des services de représentation juridique lors des instances devant le tribunal.
- Accorder plus de poids aux décisions prises par les représentants des municipalités qui ont été élus pour servir les intérêts des collectivités qu’ils représentent.
Good morning,

On behalf of the Municipal Property Assessment Corporation’s (MPAC) Board of Directors, I am pleased to announce we have selected a new President and CAO to lead the organization as we execute our 2017-2020 strategy. Nicole McNeill, currently our CFO and VP of Corporate and Information Services, will officially take over the role as of April 1, 2018. MPAC employees have been notified today and a public announcement will follow in the new year.

Nicole was selected following a rigorous and considered interview process, during which she impressed the Board as a leader for the next phase of MPAC’s evolution. Her role as CFO and VP of Corporate and Information Services has given her valuable insight into MPAC’s operations and our many facilities across the province. This, along with her dedication, commitment and extensive experience with the organization, make her uniquely qualified for the role.

Nicole will work closely with Rose McLean, the Interim President and CAO who plans to retire in 2018, MPAC’s Executive Management Group, and the Board of Directors over the coming months to ensure a smooth transition.

If you have any questions about this appointment, please don’t hesitate to contact me.

Sincerely,
Dan Mathieson
Chair, Board of Directors, MPAC

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As we approach the holiday season, we would like to take a moment to thank you for your business. We truly value our relationship with you and look forward to working with you in the New Year.

We wish you and your families a very Merry Christmas and a New Year filled with joy and happiness.

Bill and Jackie - Garniss Brothers
Hi All,

As requested at the Clerks and Treasurers meeting.

13.8 Vacant Unit Rebate Program – Public Consultation: (presented by Michael Blumhagen)

MOTION:
Moved By: Councillor Gowing and Seconded By: Councillor Versteeg

THAT:
The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer, dated November 15, 2017, titled Vacant Unit Rebate Program – Public Consultation, as presented for information;
CARRIED

MOTION:
Moved By: Councillor MacLellan and Seconded By: Councillor Donnelly

THAT:
The Council of the County of Huron does not approve the 3 year phase out of the vacant unit rebate program beginning in the 2018 tax year.

Prior to the vote, a recorded vote was requested by Councillor Donnelly:

YEAS: Councillors MacLellan, Van Diepenbeek, Vincent, Donnelly


DEFEATED

MOTION:
Moved By: Councillor Gowing and Seconded By: Warden Ginn

THAT:
The Council of the County of Huron approves approves the 3 year phase out of the vacant unit rebate program beginning in the 2018 tax year.

CARRIED

Merry Christmas!

Cheers

Mike

Michael Blumhagen, CPA, CMA
Treasurer & Director of Corporate Services
County of Huron | 1 Courthouse Square | Goderich, ON | N7A 1M2
Phone: 519.524.8394 x3230 | Email: MBlumhagen@huroncounty.ca | Web: www.huroncounty.ca
TO: Chair and Members of the Committee of the Whole
FROM: Michael Blumhagen, Treasurer
DATE: June 21, 2017
SUBJECT: Vacant Unit Rebate and Vacant/Excess Land Subclass Tax Reductions

RECOMMENDATION:
It is recommended that a policy be adopted to phase out the current vacancy rebate program over a three year period starting in 2018 with the complete elimination by 2020, subject to the outcome of community consultations.

BACKGROUND:
In December 2016, the province amended sections 313 and 364 of the Municipal Act, 2001, in order to provide municipalities to amend or eliminate subclass tax rate reductions for vacant land and vacancy rebates for vacant portions of building. Sections 313 sets out the rules for the subclass tax rate reductions for vacant and excess land and Section 363 sets the rules for rebates to vacant buildings.

Further regulation by the Minister will be required for municipalities wishing to make changes to these programs. Please refer to Appendix A for program details and a checklist from the Ministry of Finance. The current legislation has been in place since 1998. Part of the process requires engagement of the business community.

Currently, the County of Huron has established a 30% reduction in taxes for eligible properties in the vacant and excess commercial and industrial tax classes. The 30% reduction also applies to commercial and industrial properties that have vacant units for a period of at least 90 consecutive days.

The province initiated a review of this process after municipalities have identified several issues with the current program and some are as follows:
- MPAC has changed their valuation practices and will now discount the assessed value of commercial and industrial properties to reflect vacancies.
- The Assessment Review Board were granting rebates to properties for circumstances that were not previously considered, such as with labour disruptions and lockouts.
- The existing policy provided a disincentive for landlords to find new tenants as there are no time constraints or limitations on the eligibility for vacancy rebates.

COMMENTS:
The proposed changes have been discussed with the Huron County Clerks and Treasurers and it is being recommend that Huron County initiate a review of the vacant unit program and engage the business community. The vacant unit rebate program has created a significant financial and administrative burden on the local municipal partners.
At this point, there are no changes being recommended for the vacant/excess land subclasses in order not to discourage future commercial and industrial growth. While there is a cost to providing the industrial and commercial subclass, the challenges are not as significant as with the vacant unit rebate.

There are some pros and cons with respect to the elimination of the vacant unit rebate. The pros or advantages for the elimination of the program are:

1. Normal and chronic vacancy are included in the income valuation of commercial properties by MPAC. Obsolescence is included as a factor in the cost valuation of industrial properties by MPAC. Therefore, it can be seen that the vacancy rebate program duplicates the valuation adjustments made by MPAC.

2. Vacancy rebates offer financial incentives to property owners who may be acquiring buildings for long-term speculation rather than immediate productive use.

3. Eliminating the vacancy rebate program may produce an incentive for property owners to more actively pursue productive use of vacant commercial and industrial properties.

The cons or disadvantage against the elimination of the vacancy rebate program are:

1. Property owners can argue that the vacancy rebate program offers tax relief in depressed areas of a municipality and provides funds to encourage productive use and occupancy.

2. In 1998 the business occupancy tax was added to the property tax and became a liability of the property owner. Prior to 1998, business tenants paid taxes directly to the municipality. As a result of this change, the vacancy rebate program was created to offset any increases in property tax as a result of vacant units, which would not have been subject to business occupancy tax prior to 1998.

If Council approves the process to review the elimination the vacancy rebate program, the County and local municipal Treasurers will solicit community feedback prior to September 15, 2017. This feedback will be solicited by:

1. Arranging a meeting with the Huron County Economic Development Board to advise of the proposed change and to seek feedback;

2. Communicating with Huron County's local Business Improvement Areas and seek feedback from its members;

3. Placing notices in local publications and on the County and municipal partner websites;

A small working group has been formed of County and local municipal staff to analyze the data collected and present a Report to Council outlining the final recommendations on the vacant unit rebate along with any phase out methodology. The working group
consists of staff from the County, North Huron, Goderich and South Huron. If changes are approved based on this consultation, a request will be submitted to the Ministry of Finance prior to the end of 2017 for it to take effect in 2018.

FINANCIAL IMPLICATIONS:
The current municipal cost of providing the vacant unit rebate is approximately $130,000 and the cost of the vacant and excess land subclass is approximately $75,000 - $80,000. These figures do not take into account the school board portion of the rebates.

ATTACHMENTS:

Prepared by:

Michael Blumhagen

Approved by:

Brenda Orchard
Chief Administrative Officer
**To:**

To: clerk@wellesley.ca; township@wellington-north.com; reception@westlincoln.com; info@wilmot.ca; wollaston@bellnet.ca; woolwich.mail@woolwich.ca; admin@zorra.on.ca; reception@uclg.on.ca; spparisien@prescott-russell.on.ca; info@sdgcounites.ca; info@casselman.ca; deputyclerk@merrickville-wolford.ca; office@newbury.ca; oilsprings@ciaccess.com; info@villageofpointedward.com; info@southriverontario.com; pmueller@villageofwestport.ca

**Cc:**

mmckinnon@ssmrca.ca; Beverley.Hillery@cityofnorthbay.ca; Nick.Benkovich@greatersudbury.ca; melissa.rou@greatersudbury.ca; scott.bam@timmins.ca; mhackett@northperth.ca; cbanting@oxfordcounty.ca; dgoudreau@oxfordcounty.ca; pdonnell@London.ca; rbouchard@leamington.ca; rbouchard@unionwater.ca; sbelleau@leamington.ca; kehoe@lakeshore.ca; pdrca@citywindor.ca; jabbs@citywindor.ca; AGYori@erc.ca; nsantos@kingsville.ca; peter.rider@guelph.ca; kristin.pressey@guelph.ca; phaley@brantford.ca; heric@region.waterloo.on.ca; KDavis@centrewellongton.ca; theo.karagias@norfolkcounty.ca; deanna.barrow@niagararegion.ca; jen.croswell@niagararegion.ca; Danielle.DeFields@niagararegion.ca; kailen.goerz@niagararegion.ca; Adam.Gilmore@halton.ca; cindy.toth@oakville.ca; rick.reitmeier@halton.ca; shelley.partridge@halton.ca; Adam.Gilmore@halton.ca; dan.tovey@halton.ca; richard.clark@helton.ca; chris.eden@halton.ca; jon.clark@halton.ca; don.campbell@burlington.ca; leah.smith@burlington.ca; kellie.mccormack@milto.ca; stevebu@haltonhills.ca; kirk.biggar@oakville.ca; abetty@penetanguishene.ca; jbeaucahmp@midland.ca; ksherman@midland.ca; jskorobohac@midland.ca; gmarchildon@midland.ca; rpost@nvca.on.ca; Katie.Thompson@barrie.ca; danielle.venne@barrie.ca; tiffany.thompson@simcoe.ca; dmarks@ramara.ca; wsonodgr@toronto.ca; isvelnis@town.southworks.ca; brad.anderson@durham.ca; jennifer.best@york.ca; Scott.lister@york.ca; don.goodyear@york.ca; Tavis.Nimmo@durham.ca; rgagnon@peterboroughhuiilities.ca; jthompson@nexicom.net; v.reid@marmoraandlake.ca; rholly@city.kawarthalakes.on.ca; ncolucci@townshipofbrock.ca; js_bryce@hotmail.com; scooke@smithsfalls.ca; tessa.diiorio@ottawa.ca; brichmond@cityofkingston.ca; praabe@brockville.com; jfaurschou@brockville.com; Scanlon, Debbie (MOECC); Moulton, Jennifer L. (MOECC); Kinch, Pat (MOECC); Wooding, Mary (MOECC); Wright, Brian (MOECC); Kidwai, Bilal (MOECC)

**Subject:**

Proposed Amendments to a regulation under the Clean Water Act and establish a new regulation under the Safe Drinking Water Act have been posted on the Environmental Registry

**SENT ON BEHALF OF HEATHER MALCOMSON, DIRECTOR, SOURCE PROTECTION PROGRAMS BRANCH, MINISTRY OF THE ENVIRONMENT AND CLIMATE CHANGE**

Dear Ontario Municipalities,

It is my pleasure to announce to you today that two regulatory proposals have been posted on the Environmental Registry in relation to the Drinking Water Source Protection Program, part of Ontario’s multi-barrier drinking water safety net. Municipalities play an important role in source protection planning as its intent is to ensure sources of municipal drinking water remain protected into the future. We will be hosting a number of engagement sessions in January to provide more detail on these proposals and we encourage your municipality to attend one of these sessions as well as to provide input through the environmental registry. Staff responsible for drinking water systems planning and operations, land use planning, and building code implementation may be interested. Details on these sessions are provided below.
The first regulation proposal (EBR #013-1840) is being made under the Safe Drinking Water Act, 2002. If you are considering an expansion to your existing drinking water infrastructure, your municipality will be interested in this proposal. The intent of this proposal is to normalize source protection planning within the municipal water management framework when municipalities are considering expanding a drinking water system or building a new drinking water system. The proposed regulation would put in place requirements for municipalities to ensure that certain work under the Clean Water Act has been completed before they can apply for a drinking water works permit for a new or expanding drinking water system. Municipalities would be able to undertake this work on their own or in partnership with the local source protection authorities, who are funded by the province. This work will build on the foundational information generated through the province’s $180M investment in this program to date.

Upon implementation of this proposed regulation, the province will work with municipalities to ensure they are aware of their obligations and know who at their local source protection authorities (conservation authorities) they can contact for advice and support. We want to ensure municipalities are able to recover the costs of this work or access infrastructure funding where a municipality is eligible. We look forward to receiving any input on how we can help municipalities moving forward.

The second proposal (EBR #013-1839) outlines proposed amendments to Ontario Regulation 287/07 – “General” under the Clean Water Act, 2006. These amendments improve the regulatory framework by formally adding liquid hydrocarbon pipelines to the list of prescribed threats in the regulation, expand the list of minor plan amendments that are permitted, and increase transparency by adding some additional notification and data sharing requirements.

In advance of this policy proposal, this past spring, the ministry met with municipal representatives to discuss a variety of changes we were considering to the drinking water source protection program. Their feedback has helped to shape the proposals being posted today and we look forward to receiving further comments during this public consultation period.

We will be undertaking a number of information sessions regarding the regulatory proposals in various regions of the province. We would be pleased to have a representative attend a session that has been planned for your area during the weeks of January 15 and 22, 2018 or participate in a web based event:

- January 15th Belleville Banquet Centre
- January 19th WebEx
- January 22nd Toronto Holiday Inn Airport East
- January 26th London Best Western Lamplighter Inn

If you are interested in attending one of the information sessions, please RSVP by January 10th, 2018 to source.protection@ontario.ca identifying which session you will be attending and the names, positions and contact information for all attendees as well as identify any accessibility requirements. We look forward to hearing from you in the new year.

If you have any questions in the meantime, feel welcome to contact me, Debbie Scanlon, Manager, Source Protection Approvals or Jennifer Moulton directly (519) 860-7851 or by email Jennifer.l.moulton@ontario.ca.

Happy Holidays and all the best for 2018!

Heather Malcolmson
Director (A), Source Protection Programs Branch
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From the President’s Desk

Greetings LICO Members,

It’s now late November, and the farmers have been harvesting between rain and wet snow. The yields seem to be decent in most parts of Ontario; with any luck, the crops will be off for the year in a couple more weeks. As the cold and wet sets in, I’m sure we are all looking forward to the holiday season and some down time with our families and friends.

In preparation for the annual LICO convention in January, we request that LICO members take some time over the holidays to send in pictures for a slideshow presentation during the banquet. All pictures new and old are welcome; please forward high resolution shots to turveyj@gmail.com by January 12th. For those who ordered LICO coats and have not yet picked them up, they will be available at the convention for your convenience. Kirsten has put together the Spouse/Guest Program that will no doubt be entertaining, so be sure to sign up! Franklin has finalized the agenda and by now John will have the complete convention registration packages to you. There will be WHIMS training and the Red Cross course available this year as well; while you can register at the convention for these courses, you can save time and money by pre-registering by January 6th.

We are very fortunate to Franklin and John for working hard to keep things interesting year after year, so if you haven’t thanked them recently, please do so in January.

In an effort to keep things fresh, there will be a couple of additions to the newsletter in the future. We are adding a free “Buy/Sell” section for members to list industry related equipment that

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From the President’s Desk - (Cont’d. from Pg. 1)

they are either looking to sell or needing to buy. Also, there is a new “Shots from the Field” section. The first submission is from Keith Jaques. Keith is sharing a shot he took back in April of 2014 when he unearthed an early 70’s snowmobile someone buried west of Petrolia. Please send your pictures and advertisements to jjohnston@gte.net for the next addition of “In the Trenches.”

As we wind up the 2017 season, daylight becomes a premium, so please continue to work safely. I'm looking forward to seeing everyone in 2018 to celebrate 60 years of LICO!

Jamie Turvey

OMAFRA Report - Sid Vander Veen

At a LICO Board meeting earlier this year, some board members posed a number of questions to me. I addressed these questions at the meeting and am repeating the answers in this newsletter for the LICO membership.

Isn’t the protection of tile drainage contractors the purpose of the Agricultural Tile Drainage Installation Act?

No it is not. The purpose of the Agricultural Tile Drainage Installation Act is to protect farm owners by ensuring that contractors were held accountable for their workmanship.

The Ontario Farm Drainage Association (OFDA), the predecessor to LICO, was organized in 1958. One of the main objectives in the OFDA charter was to promote good workmanship. The OFDA made several presentations to the provincial government requesting the establishment of a “Master Drainage Contractor” license and a system of licensing. They weren’t successful so from 1964 to 1967, they created and financed their own inspection program. Because this inspection program lacked legislative authority, it had limited success.

In 1969, OFDA again proposed a system of drainage licensing to the provincial government and were successful in getting their attention. Legislation was drafted by government lawyers in consultation with a committee of tile drainage contractors. The legislation was passed in 1972 and was first implemented in 1973. So the OFDA (LICO) was instrumental in establishing the content of the current Agricultural Tile Drainage Installation Act.

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OMAFRA Report - (Cont'd. from Pg. 2)

In summary, the Agricultural Tile Drainage Installation Act was implemented at the request of LICO's predecessor, the Ontario Farm Drainage Association to address contractor workmanship issues. If you want to know more about your organization's history, the letters and briefs that OFDA presented to the provincial government will likely be in the LICO historical records.

We don't think OMAFRA has been clear on their position on tile crushers. Are tile crushers acceptable or not?

I addressed the subject of tile crushers in the September 2011 issue of the LICO newsletter.

Many contractors are incorporating tile cutter/crushers onto their plow. This feature allows the end of the pipe to be cut and crushed without the operator leaving the machine. This feature is attractive because it is much faster than installing endcaps on the end of the pipe. However, Publication 29, the Drainage Guide for Ontario is the technical document for tile drainage contractors in Ontario. The Guide, developed in cooperation with LICO, requires endcaps to be installed on the end of pipes.

It is assumed that the crushed pipe end would be sealed by ground pressure and would not allow sediment movement into the pipe. However, we are not aware of any research that confirms this assumption. If it is verified that the pipe ends are sealing fully and aren't allowing sediment to enter the pipe, then the practice of crushing pipe ends will be recognized as an accepted practice.

In the interim, while we are not endorsing the crushing of pipes as a substitute for endcaps, we are not actively pursuing it as a work deficiency. However, if there is a complaint about the workmanship of a tile drainage contractor, and if the inspection identifies that the cause of the complaint is sediment entering the pipe through the crushed pipe end, then we will follow the recommendations as set out in the Drainage Guide.

Does OMAFRA consider GPS to be an acceptable method of controlling grade?

OMAFRA licenses machines; we do not license the grade control system. Section 11 of the regulations under the Agricultural Tile Drainage Installation Act states the following:

(1) Except in the case of machines that, in the opinion of the Director, are used solely for demonstration purposes, every machine shall,
   (a) be capable of excavating a trench or laying tile to a grade that does not deviate from the grade established by the drainage work plan by more than,
      (i) 15% of the internal diameter of the tile where the diameter is eight inches or less, or
      (ii) 10% of the internal diameter of the tile, where the diameter exceeds eight inches; and
   (b) for the purpose of excavating trenches, be equipped with a wheel, chain or other device capable of excavating a trench that exceeds the diameter of the tile to be installed by at least six inches.

(2) For the purposes of subsection (1),
   (a) the grade deviation allowed by clause (a) of that subsection is subject to the conditions that such deviations,
      (i) occur on a gradual basis over a distance of not less than thirty feet, and
      (ii) do not occur consecutively above and below the established grade within a distance of 100 feet; and
   (b) the trench width mentioned in clause (b) of that subsection shall be measured at a level above the trench bottom equal to the diameter of the tile.

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OMAFRA Report - (Cont’d. from Pg. 3)

It is this criteria that we measure against. The regulations require us to test the end product (the installation of the pipe) to ensure that it is being installed properly regardless of whether GPS, laser grade control systems or grade stakes are being used.

We notice a number of unlicensed contractors installing tile drainage. What is OMAFRA doing to enforce the licensing requirements?

As indicated at the LICO Board meeting, we have hired two individuals, Chris Allan and Zach Smith temporarily to assist with the backlog of work. While they have been appointed as inspectors, their work has been focussed primarily on processing the backlog of grant applications. However, this has allowed Andy Kester to do more inspections this year. If you are aware of an unlicensed tile drainage contractor, please report it to me and we will follow up.

New Horizons - Ontario’s Draft Agricultural Soil Health and Conservation Strategy - Peter Johnson, Environmental Advocate

Ontario’s soil health strategy is out and looking for input. It is an excellent document, which is no surprise: Don Lobb was on the committee.

There is a tremendous amount to digest in the 56 page document, but the 4 basic ideas are all good: long term research to determine better soil management practices, updating and improving soil maps (we are far behind many other jurisdictions here), tracking soil health over time (are we actually gaining?), and soil knowledge, so that we don’t just treat soil like dirt. The document calls for funding for long term research, something that is sorely lacking and often impossible to find, so political will is required to actually fulfill the goals of the strategy. We will see.

What does the strategy mean to someone that installs drainage tile? Actually, quite a lot. While drainage tile isn’t specifically mentioned, soil aggregate stability, compaction, reduced tillage and using cover crops feature strongly in the document. All of these are impacted by good drainage, and aggregate stability through reduced tillage RELIES on good drainage to make it possible. Indirectly, the document strongly supports the value of good water management through tile drainage. It means a lot to all of us.

What do you need to do? I encourage you to look at either the full document, or the summary posted on the LICO website www.drainage.org, then provide your comments by December 31st. Be sure to include in your comments that many of the objectives in the document are not possible without good drainage. I will be commenting on behalf of the LICO organization, but it takes many voices to be heard. Be one of those voices.

We should all be proud that our industry helps Ontario agriculture to be productive and profitable, and that we can also help improve soil health. Making your voice heard serves two purposes: to ensure the soil health is recognized as a critical part of agricultural sustainability, and that drainage is an essential part of achieving the healthy soils we need. Spend a few minutes, support our industry and the healthy soils we all need!

SAUGEEN VALLEY
CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Authority Meeting
DATE: Tuesday October 17, 2017
TIME: 1:00 p.m.
LOCATION: Administration Office, Formosa

CHAIR: Luke Charbonneau

MEMBERS PRESENT: Robert Buckle, Maureen Couture, Mark Davis, Barbara Dobreen,
Kevin Eccles, Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday,
Mike Smith, Andrew White

ABSENT WITH REGRETS: John Bell, Steve McCabe, Sue Paterson

OTHERS PRESENT: Paul Philips, Loucks & Loucks
Wayne Brohman, General Manager/Secretary-Treasurer
Erik Downing, Manager, Environmental Planning & Regulations
Les McKay, Manager, IT
Laura Molson, Manager, Accounting
Dave Growden, IT Consultant
Janice Hagan, Recording Secretary

Chair Luke Charbonneau called the meeting to order at 1:02pm.

1. Adoption of Agenda

MOTION #G17-96
Moved by Kevin Eccles
Seconded by Wilf Gamble
THAT the agenda be adopted as presented

CARRIED

2. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

3. Minutes of the Authority Meeting – September 19, 2017

Kevin Eccles requested that comments regarding Jim Penner's intention to retire in 2018 be included in the Minutes.
MOTION #G17-97
Moved by Stewart Halliday
Seconded by Maureen Couture
THAT the minutes of the Authority meeting, held on September 19, 2017 be approved as amended.
CARRIED

4. Presentations

a. Legal Matter Resolution

Paul Philips, Loucks & Loucks reported to the Authority that the legal matter in the Municipality of South Bruce, had been resolved. He told the members that the Judge had recommended that the charges be dismissed since there was little chance of reoccurrence. The fill and the trailer that had been placed on the property have been removed and the ultimate goal of remediation has been reached.

Paul Philips left the meeting at 1:09 p.m.

b. File Tracking Demonstration

Les McKay introduced David Growden, hired on contract to assist with the compilation of the Planning & Regulations file tracking database system. Les demonstrated the various modules including reporting and search capabilities. He explained that staff will be able to use a tablet out in the field to access data and upload new information.

Les McKay and David Growden left the meeting at 1:40 p.m.

5. Correspondence

None at this time.

6. Matters Arising from the Minutes

a. Wood’s Agricultural Land Rental

The GM/S-T informed the members that the current renter of the Woods’ property agricultural lands offered to lease the land for 2018 at $2,520 which approximates market value. The matter of long term land usage will be referred to the Property & Building Committee to consider options. After discussion the following motion was passed:

MOTION #G17-98
Moved by Mark Davis
Seconded by Stewart Halliday
THAT the GM/S-T be authorized to sign a one year lease agreement for the 34 acre agricultural portion of the Wood’s property at the annual sum of $2,520.
b. **2018 Draft Budget**

Wayne Brohman presented various options for reduction of 2018 proposed budgeted expenses. After discussion the following motions were passed:

**MOTION #G17-99**
Moved by Kevin Eccles
Seconded by Dan Gieruszak
THAT Legal Fees in the draft 2018 Environmental Planning & Regulations program budget be reduced by $5,000.  
**CARRIED**

**MOTION #G17-100**
Moved by Kevin Eccles
Seconded by Maureen Couture
THAT advertising in the draft 2018 Administration program budget be reduced by $4,000.  
**CARRIED**

**MOTION #G17-101**
Moved by Kevin Eccles
Seconded by Dan Gieruszak
THAT the General Levy revenue line in the Environmental Planning & Regulations department be reduced by $29,000; and further

THAT $29,000 be added to the Regulation revenue income line.  
**CARRIED**

**MOTION #G17-102**
Moved by Stewart Halliday
Seconded by Mike Smith
THAT the amended 2018 draft budget be approved in principle; and further

THAT staff be authorized to forward the amended 2018 draft budget to the Authority’s watershed municipalities for a 30 day review.  
**CARRIED**

A coffee break was called at 2:35 p.m. The meeting was called back to order at 2:45 p.m.

7. **Reports**

a. **Finance Report**

The GM/S-T pointed out that the expense for the WHISKI software has not yet been realized, however it is expected before the end of 2017. The Planning & Regulations department has generated higher than expected revenues due to increased number of permits and inquiries. The campgrounds received revenues from group camping that had not been previously budgeted. Motor pool budgeted expenses are down since an appropriate dump truck has not yet been purchased.
MOTION #G17-103
Moved by Robert Buckle
Seconded by Wilf Gamble
THAT the Financial Report to August 31, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling $277,037.01 be approved as distributed.  

CARRIED

b. Program Report

The GM/S-T presented several photographs of the Markdale dam removal. After discussion the following motion was passed:

MOTION #G17-104
Moved by Barbara Dobreen
Seconded by Mike Smith
THAT the Program Report be received as information.  

CARRIED

c. Planning & Regulations Action Items

It was noted that the file tracking system is priority #1 in the action items. The members inquired about procedures for obtaining updated mapping in their municipality. Staff can recommend an engineering firm who will give a quotation based on certain criteria.

8. New Business

None at this time.

9. Other Business

a. Planning & Regulations Customer Service Survey Update

The GM/S-T reviewed several survey submissions. It was noted that knowledge of the appeal process is still not acceptable.

b. Annual Meeting date for January 2018

MOTION #G17-105
Moved by Maureen Couture
Seconded by Mark Davis
THAT the 2018 Annual Meeting be scheduled for January 16th, 2018 at 1:00 p.m.  

CARRIED
c. **Policy on notification of dam water levels**

Kevin Eccles requested that a policy on notification of water level reductions from SVCA dam maintenance be considered. He explained that an issue had arisen where a boat owner was unaware of the date that the boards on the Durham middle dam were to be removed. The options will be discussed at the next Authority meeting.

d. **Memorandum of Agreement – Township of Howick**

After discussion the following motion was passed:

**MOTION #G17-106**
Moved by Dan Gieruszak
Seconded by Brian Gamble
THAT the Authority authorizes the Chair and GM/S-T to sign the Memorandum of Understanding for Planning Services with the Township of Howick.

CARRIED

e. **Three Year Term for Authority Member Appointments**

It was noted that the term for Authority member appointments is currently three years in the Conservation Authorities Act. A notice will be sent out to applicable municipal clerks requesting updated appointments.

f. **News Articles**

The GM/S-T submitted articles from local newspapers regarding the SVCA for the purpose of keeping the Authority Members up to date on current events.

There being no further business, the meeting adjourned at 3:32 p.m. on motion of Maureen Couture.

 Luke Charbonneau
Chair

 Janice Hagan
Recording Secretary
DIRECTORS PRESENT: Jim Campbell, David Turton, Deb Shewfelt, Art Versteeg, Alison Lobb, Wilf Gamble, Roger Watt, Matt Duncan, Paul Gowing, Bob Burtenshaw, David Blaney

STAFF PRESENT: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Geoff King, Stewardship Services Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator

1. Call to Order

Jim Campbell outlined the key objectives on the agenda and called the meeting to order at 7:00 pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Board of Directors meeting #10/17 held on October 18, 2017 have been circulated to the Directors for their information and approval. The Directors agreed with the minutes and the following motion was made.

Motion FA #93/17

Moved by: Deb Shewfelt
Seconded by: Dave Turton

THAT the minutes from the Board of Directors meeting #10/17 held on October 18, 2017 be approved.

(carried)
4. Business Requiring Direction

a) Draft Outline Authority Funded Projects for 2018: Report #57/17

This report was presented by the General Manager/Secretary Treasurer to obtain direction from the Board on the Authority funded projects that should be captured in the 2018 draft budget.

The Directors reviewed the projects for each service area and agreed that all of the projects outlined in Report #57/17 are consistent with MVCA’s work plan and should be included in the 2018 draft budget.

The Director’s plan to review and discuss the possibility of updating the shoreline erosion risk mapping at a later date if funding becomes available.

This motion followed.

Motion FA #94/17

Moved by: Alison Lobb Seconded by: Roger Watt

THAT the authority funded projects outlined in Report #57/17 be included in the 2018 draft budget.

(carried)

b) Fee Schedule Changes/Honorariums/Mileage Rates for 2018: Report #58/17

Phil Beard presented this report to obtain direction from the Board on changes to MVCA’s fees for 2018. The Director’s concurred with the proposed fee changes and the following motion was made.

Motion FA #95/17

Moved by: Art Versteeg Seconded by: Dave Turton

THAT the fee changes presented in the master fee schedule in report #58/17 be adopted for 2018.

(carried)

c) Gully Erosion Risk Mapping Update: Report #59/17

This report was presented by Steve Jackson to obtain direction from the Board on the outreach strategy for the updated gully erosion risk mapping.

In 2012, the gully erosion hazards maps along the Lake Huron shoreline were created, put out for public notification and adopted by the Board of Directors as part of MVCA’s Regulated Areas.

In 2017, MVCA staff undertook the task of determining the gully erosion that could conservatively occur over the next 100 years. The 100 year erosion limit is the standard set by the Province for land use planning and conservation authority regulations. Staff recommend that the updated gully erosion risk mapping be implemented as outlined in Report #59/17.
Motion FA #96/17

Moved by: Deb Shewfelt  Seconded by: Art Versteeg

THAT MVCA adopt the updated gully erosion risk mapping with the exception of the four gullies where the hazard area has increased from the 2012 gully erosion risk mapping; AND THAT MVCA notify the affected landowners; AND FURTHER THAT any comments received be reviewed with the Board.

(carried)

d) Proposed Amendments to Personnel Manual: Report #60/17

Phil Beard reviewed the proposed changes to MVCA’s personnel policies/procedures manual recommended by the Personnel Committee as outlined in Report #60/17.

The Directors agreed with the proposed changes to the personnel policies and made the following motion.

Motion FA #97/17

Moved by: Dave Turton  Seconded by: Alison Lobb

THAT the Board approve the proposed amendments recommended by the Personnel Committee as outlined in Report #60/17.

(carried)


Stewart Lockie presented the proposed changes to MVCA’s Occupational Health and Safety Manual.

The Directors agreed with the proposed changes and made the following motion.

Motion FA #97/17

Moved by: Art Versteeg  Seconded by: Paul Gowing

THAT the Board approve the amendments as recommended in Report #61/17.

(carried)

f) Proposed Amendment to Records Retention Policy: Report #62/17

The Records Retention Policy was last reviewed and updated at the meeting held on September 21, 2016. Report #62/17 presented by Danielle Livingston outlines further recommendations following the housekeeping of files in 2017.
The following motion was made.

**Motion FA #98/17**

Moved by: Roger Watt  
Seconded by: David Blaney

**THAT** the File Retention Policy attached to Report #62/17 be approved with the following revisions.

File A.6.2.2 Authority Regs, Procedures and Policies 2008 change from “til amended” to “8 years after amendment”.

File A.6.4.5 Records Retention Policy 1986- change from “til amended” to “8 years after amendment”.

(carried)

5. **Chair and Director Reports**

a) Chair’s Report

Jim Campbell reported that Phil Beard and Steve Jackson attended the North Huron Council Meeting last month and did a great job presenting the upcoming MVCA work plans and key priorities in the North Huron jurisdiction of the watershed.

The Galbraith Optimist Club have informed the MVCA that they regretfully cannot continue to run their Day Camp for Kids that they have been offering for the last 25 years and have passed a resolution to terminate the agreement that they have with the MVCA. The Galbraith Optimist Club will meet with staff to discuss next steps and a report will be brought back to the Board.

After receiving this news, this motion was made.

**Motion FA #99/17**

Moved by: Dave Turton  
Seconded by: Paul Gowing

**THAT** staff bring a report back to the Board that outlines the terms of lease and options for dealing with the infrastructure at the Galbraith Conservation Area.

(carried)

b) Director’s Reports

Paul Gowing reported that MVCA staff did a great job addressing the concerns of the Morris-Turnberry Council recently when staff attended their council meeting last month. Paul also commented that some Council members feel that the municipality should have more involvement with the Bluevale Dam operation and that this will be discussed with council at a future meeting.

Dave Turton advised the Board that he and Phil Beard were well received at Mapleton Council when they discussed the 2018 work plan and the draft budget with council.
Art Versteeg informed the Board that a delegation was received by Howick Council last week and that a committee has been formed from a group of residents who have concerns with the Gorrie Dam. Eleanor McEwen is the committee’s spokesperson.

Alison Lobb announced that the late Geoff Peach will be recognized with an award at the Latonnell Conservation Symposium next week. Alison also noted that plans are underway for the Lake Huron Centre for Coastal Conservation’s 2018 Spring Biennial Conference that will take place at the Oakwood Resort in Grand Bend.

6. Consent Agenda

The following items were circulated to the Board of Directors for their information.

- a) Office Hours over Christmas: Report #63/2017
- b) Revenue/Expenditure Report for October: Report #64/17
- c) Agreements Signed: Report #65/17

The following motion was made.

**Motion FA #100/17**

Moved by: Art Versteeg

Seconded by: Roger Watt

THAT reports #63/2017 through #65/17 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

**Motion FA #101/17**

Moved by: Deb Shewfelt

Seconded by: Dave Turton

THAT the Maitland Valley Conservation Authority Board of Directors move into a Maitland Source Protection Authority meeting.

(carried)

7. Maitland Source Protection Authority Meeting Minutes

See MSPA meeting minutes.

8. In Camera Session: Five Year Review of Salaries/Benefits

All attendees except the Board Members, the GM/ST and the Administrative and Financial Services Coordinator were excused from the meeting at this time.

**Motion FA #102/17**

Moved by: Deb Shewfelt

Seconded by: Dave Turton
THAT the Board of Directors move in camera to review staff salaries and benefit compensation.

(carried)

The following motion was made at the in-camera session

Motion FA #103/17

Moved by: Deb Shewfelt  Seconded by: Paul Gowing

THAT the Board of Directors move out of in camera and resume regular session.

(carried)

Motion FA #104/17

Moved by: Alison Lobb  Seconded by: David Blaney

THAT the MVCA adopt the salary grid presented in-camera as discussed for the next 5-year period 2018-2022; AND THAT the MVCA cover $1.00 of the cost of LTD coverage for employees on benefits beginning 2018; AND FURTHER THAT the Board revisit discussion of the cost share of LTD after the Provincial Budget is released in 2018.

(carried)

9. Review of Meeting Objectives/Follow-up Actions/Next meeting: Wednesday December 20, 2017 at 7pm.

Jim Campbell declared that the meeting objectives were met.

10. Adjournment

The meeting adjourned at 8:59pm with this motion.

Motion FA #105/17

Moved by: Dave Turton  Seconded by: David Blaney

THAT the meeting be adjourned.

(carried)
CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 1-2018

“CONFIRMATORY BY-LAW”

Being a by-law of the Corporation of the Municipality of Morris-Turnberry to confirm
the proceedings of the Council of the Corporation of the Municipality of Morris-

Turnberry, for the meeting, dated January 9th, 2018;

WHEREAS by Section 8 of the Municipal Act 2001, S.O. 2001, c. 25- A municipality
has the capacity, rights, powers and privileges of a natural person for the purpose of
exercising its authority under this or any other Act;

WHEREAS by Section 5. (3) of the Municipal Act 2001, S.O. 2001, c. 25 – A municipal
power, including a municipality’s capacity, rights, powers and privileges under Section 8,
shall be exercised by by-law unless the municipality is specifically authorized to do
otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the
Corporation of the Municipality of Morris-Turnberry for the January 9th, 2017 meeting,
be confirmed and adopted by By-law;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY ENACTS AS FOLLOWS:

1. The action of the Council of the Corporation of the Municipality of Morris-Turnberry
at its meeting held the 9th day of January, 2018, in respect of each
recommendation contained in the Minutes and each motion and resolution passed and
other action taken by the Council of the Corporation of the Municipality of Morris-

Turnberry at the meeting, is hereby adopted and confirmed as if all such proceedings
were expressly embodied in this By-Law;

2. The Mayor and proper officials of the Corporation of the Municipality of Morris-

Turnberry hereby authorized and directed to all things necessary to give effect to the
action of the Council to the Corporation of the Municipality of Morris-Turnberry
referred to in the preceding section thereof;

3. The Mayor and Administrator Clerk-Treasurer are authorized and directed to execute
all documents necessary in that behalf and to affix thereto the Seal of the
Corporation.

Read a first, second and third time and passed this 9th day of January, 2018.

Mayor, Paul Gowing

Clerk, Nancy Michie